

**COTTONWOOD SOIL AND WATER CONSERVATION DISTRICT  
BOARD OF SUPERVISORS  
MINUTES  
February 28, 2019**

The Cottonwood Soil and Water Conservation District Board of Supervisors held their monthly meeting at the District Office, Windom, MN on February 28, 2019. The meeting was called to order by Chairman Clark Lingbeek at 8:37 a.m.

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

Others Present: District Administrator, Kay Gross  
District Technician, Dave Bucklin  
District Administrative Program Assistant – Kari Clouse

Absent: Vice Chairman, Daryl Tasler

**AGENDA:** Motion by Muller, second by Nerem to approve the agenda as presented.

Affirmative: Lingbeek, Muller, Nerem and Duroe

Opposed: None.

Motion carried.

**MINUTES:** Motion by Nerem, second by Muller to approve the January 25, 2019 Board Meeting and February 4, 2019 Special Board Meeting minutes.

Affirmative: Lingbeek, Muller, Nerem and Duroe

Opposed: None.

Motion carried.

Daryl Tasler arrived at 8:42 a.m.

**FINANCIAL REPORT:** Motion by Duroe, second by Nerem to receive the February 2019 Financial Report and subject to audit.

Affirmative: Lingbeek, Tasler, Muller, Nerem and Duroe

Opposed: None.

Motion carried.

**ACCOUNTS PAYABLE:** Motion by Duroe, second by Tasler to approve paying the accounts payable as written on the February 2019 Financial Report totaling \$22,181.74.

Affirmative: Lingbeek, Tasler, Muller, Nerem and Duroe

Opposed: None.

Motion carried.

**NRCS DISTRICT CONSERVATIONIST** – Kelly Pfarr

**RCRCA:** Lingbeek

**GBERBA:** Lingbeek, Bucklin and Gross

**WATONWAN 1W1P** – Lingbeek, Appel

**SOUTHWEST PRAIRIE TSA:** Muller and Gross

**SOUTHWEST PRAIRIE TSA VOUCHERS and FINANCIAL REPORT:**

Motion by Duroe, second by Muller, to approve the Southwest Prairie Vouchers and Monthly Financials for January/February and Administrative Report.

Affirmative: Lingbeek, Tasler, Muller, Nerem and Duroe

Opposed: None.

Motion carried.

Motion by Duroe, second by Nerem to approved the submission of the NACD Technical Assistance Grant for \$125,000 in grants and twenty-five percent match.

Affirmative: Lingbeek, Tasler, Muller, Nerem and Duroe

Opposed: None.

Motion carried.

MASWCD: Lingbeek

COTTONWOOD COUNTY COMMISSIONER: Commissioner Tom Appel – Not in attendance.

ADMINISTRATOR REPORT: Kay Gross

**STATE COST-SHARE CONTRACT APPROVAL**

Clark Fast	19-01	Midway 29	Field Windbreak (380)	Cost \$ 550.00	C-S \$ 412.50
City of Mountain Lake	19-02	Midway 33	Tree Planting (612)	Cost \$1,800.00	C-S \$1,350.00

Motion by Muller, second by Nerem to approve the State Cost-Share contract for Fast (\$412.50) and City of Mountain Lake (\$1,350.00).

Affirmative: Lingbeek, Tasler, Muller, Nerem and Duroe

Opposed: None.

Motion carried.

**GBERBA COST-SHARE CONTRACT APPROVAL**

Darby Harder 319-TMDL-16-17-02 Lakeside 23 Cover Crops (73) Cost \$3,999.07 C-S \$2,775.00

Motion by Tasler, second by Muller to approve the GBERBA Cost-Share contract approval for Harder (\$2,775.00).

Affirmative: Lingbeek, Tasler, Muller, Nerem and Duroe

Opposed: None.

Motion carried.

**RCRCA COST-SHARE CONTRACT APPROVAL**

Tony Quade Storden16Pond Storden 16 Pond (378) Cost \$70,942.20 C-S \$36,978.65

Motion by Duroe, second by Tasler to approve the RCRCA Cost-Share contract for Quade (\$36,978.65).

Affirmative: Lingbeek, Tasler, Muller, Nerem and Duroe

Opposed: None.

Motion carried.

**NRBG – WELL SEALING COST-SHARE CONTRACT APPROVAL**

William Eigenberg 2019-2 Springfield 30 Well Sealing Cost \$1,041.84 C-S \$520.92

Motion by Nerem, second by Duroe to approve the NRBG Well Sealing contract for Eigenberg (\$520.92).

Affirmative: Lingbeek, Tasler, Muller, Nerem and Duroe

Opposed: None.

Motion carried.

**DNR WALK-IN-ACCESS PROGRAM JOINT POWERS AGREEMENT** – Signed by Chairman with approval in January.

**BWSR – PROFESSIONAL AND TECHNICAL SERVICES WORK ORDER CONTRACT**

Motion by Duroe, second by Nerem to approve signing the BWSR – Professional and Technical Services Work Order Contract.

Affirmative: Lingbeek, Tasler, Muller, Nerem and Duroe

Opposed: None.

Motion carried.

**BWSR – 2019 SWCD LOCAL CAPACITY and BUFFER LAW IMPLEMENTATION – GRANT AMENDMENT**

Motion by Tasler, second by Nerem to approve signing the BWSR – 2019 SWCD Local Capacity and Buffer Law Implementation – Grant Amendment for and additional \$22,750.00 totaling \$152,750.00.

Affirmative: Lingbeek, Tasler, Muller, Nerem and Duroe

Opposed: None.

Motion carried.

**PROFESSIONAL DEVELOPMENT**

Motion by Tasler, second by Duroe to approve the \$240 application (one member), for the 2018 MN Onsite Wastewater Association Membership Application.

Affirmative: Lingbeek, Tasler, Muller, Nerem and Duroe

Opposed: None.

Motion carried.

**MARCH SWCD BOARD MEETING**

Motion by Tasler, second by Nerem to move the March SWCD Board Meeting to Thursday, March 21, 2019.

Affirmative: Lingbeek, Tasler, Muller, Nerem and Duroe

Opposed: None.

Motion carried.

**SUPERVISOR MEETINGS**

March 1 – 1W1P Policy Committee Meeting – St. James; March 5-6 – Legislative Days – St. Paul; March 7 - Area II/RCRCA Meeting – Marshall; March 8 - GBERBA Policy Board-Technical Committee Meeting – Mankato; March 20 – 1W1P Policy Committee Meeting – St. James; March 21 – SWCD Board Meeting – Office.

**SWCD EMPLOYEE MEETINGS**

March 1 - 1W1P Steering Committee and Policy Committee Meetings – St. James; March 4 – Conflict Management Training – Worthington; March 5 – CREP Training – Mankato; March 5 and 6 – Children’s Water Festival – Mankato; March 6 – 1W1P Steering Committee and Advisory Committee Meetings – St. James; March 8 – GBERBA Policy Board-Technical Committee Meeting – Mankato; March 9 – Windom Farm and Home Show – Windom; March 12 – Soil Health Summit – St. Peter; March 20 – 1W1P Steering Committee and Policy Committee Meetings – St. James; March 21 – SWMACDE Area 5 Employees Meeting – Slayton; March 21 – SWCD Board Meeting – Office; March 26-27 – Public Administrator Training – St. Cloud.

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

Affirmative: Lingbeek, Tasler, Muller, Nerem and Duroe

Opposed: None.

Motion carried.

**STAFF PERFORMANCE ABOVE AND BEYOND EXPECTATIONS**

Motion by Tasler, second by Nerem to approve paying the stipend (as approved in January 25, 2018), based on performance above and beyond staff job scope, of \$1,000 payable in 2019, (for work relating to our transition based on September, 2017 events). Staff eligible from 2018 include Kay Gross, Dave Bucklin, Becky Buchholz (Alexander), Hannah Herzfeld and Kari Clouse.

Affirmative: Lingbeek, Tasler, Muller, Nerem and Duroe

Opposed: None.

Motion carried.

- 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**
- GIS SPECIALIST – Marty Mollenhauer – Written Report**

**ADJOURNMENT:** Meeting adjourned by the Chairman at 10:30 am.

**Next Meeting will be on THURSDAY, MARCH 21, 2019 at 8:30 a.m. at the District Office.**

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District Supervisor

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District Administrator