

**COTTONWOOD SOIL AND WATER CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
December 19, 2019**

CALL TO ORDER and ROLL CALL

AGENDA – Approval

MINUTES of November 26, 2019 Board Meeting

1. FINANCIAL – Kari Clouse

- Financial Report and Accounts Payable
- Fourth Quarter Compensation and Expenses
- Year End Payroll and Payables
- 2019 SWCD and GBERBA Audit
- MN Campaign Finance Board – Supervisors Statement of Economic Interest

2. COMMITTEE REPORTS and ACTION ITEMS

RCRCA – Clark Lingbeek

GBERBA – Clark Lingbeek, Kay Gross

- Discussion on 2020 Contract – Combined Coordinators – Administrative-Technical-Financial
- Watershed Technician Position Contract
- Area 6 MAWQCP Certification Specialist Contract

1W1P Watonwan – Clark Lingbeek, Tom Appel, Kay Gross

SOUTHWEST PRAIRIE JPO – Tom Muller, Kay Gross

- Southwest Prairie TSA Vouchers, Financial and Administrative Report
- Contract for Services (Administrator & Host District for Southwest Prairie TSA)
- Contract for Services (Financial Coordinator/Administrative Assistant) with Murray
- MASWCD State Convention – Presentation and Panel Discussion
- Ryan Bartels – Declined Position and Chris Wall – Resignation
- Staff Reviews – January 8 – Approval of Appraisal by Dave Bucklin

MASWCD – Clark Lingbeek

COMMISSIONER REPORT – Tom Appel

3. ADMINISTRATIVE – Kay Gross

•GBERBA Cost-Share Contract Final Payment

Ramont Schrock	17-06	Midway 22	Cover Crop – 72 ac	Cost \$2,415.20	C-S \$1,207.60
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•Well Sealing Cost-Share Contract Approval and Payment Authorization

Andrew Englin	2019-11	Selma 1	Well Sealing	Cost \$975.21	C-S \$487.60
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•Recommendations from Personnel Committee

•Program Technician Position – Update

•Pollinator Grant Submission – Cottonwood SWCD Program Manager and Fiscal Agent

•Cottonwood County Buffer Fund – Cost-Share Request \$4,768 (Pollinators)

•Cottonwood County Buffer Fund – Cost-Share Request \$6,300

•RIM – Corrective Action Plan – Easement Violation #17-12-00-01

•Purchase Furniture - Additional Space - \$1,527

•Computer Upgrades - \$2,364.52 GIS Capability - \$6,660

•December 24 – Holiday Declaration by County – Closing at 12:00 noon

•December 31 – Holiday Declaration by County – Closing at 3:00 p.m.

•Meetings

January	2	Area II/RCRCA Meeting - Marshall	Clark
January	8	Southwest Prairie TSA – Evaluation/Meeting– Marshall	Tom, Kay
January	8	Des Moines 1W1P Meeting – Windom	Dave, Josh
January	10	GBERBA Policy Meeting – Mankato	Clark, Kay, Dave, Tom, Josh
January	13	SSTS Talking Points – Marshall	Becky
January	14	Conservation Corp Member Starts	
January	15	1W1P Steering Team Meeting – St. James	Kay, Dave, Josh
January	15	1W1P Policy Board Meeting – St. James	Clark, Kay, Dave, Josh, Tom
January	22	GBERBA Technical Meeting – Mankato	Kay, Dave, Josh
January	23	SWCD Board Meeting – Office	Supervisors, Staff
January	22-25	SSTS Training – St. Cloud	Becky

4. **DISTRICT CONSERVATIONIST – Karen Boysen and Loren Clarke**
5. **TECHNICIAN – Dave Bucklin – Written Report**
6. **FARM BILL ASSISTANT/PROGRAM TECHNICIAN – Becky Alexander – Written Report**
7. **RESOURCE TECHNICIAN – Hannah Herzfeld – Written Report**
8. **WATONWAN WATERSHED TECHNICIAN – Josh Votruba – Written Report**
9. **AREA 6 CERTIFICATION SPECIALIST – Herman Bartsch – Written Report**
10. **AREA 5 CERTIFICATION SPECIALIST – Danielle Evers – Written Report**
11. **MN CONSERVATION CORP MEMBER – Lee Tapper – Written Report**
12. **PLANNING and ZONING TECHNICIAN – Alex Schultz – Written Report**

Next Regular Meeting, THURSDAY, JANUARY 23, 2020 – 8:30 a.m. – Cottonwood SWCD Office