

FEBRUARY TRANSACTIONS

District Checking Account Balance 1/23/20 \$264,214.97

RECEIPTS: (since last board meeting)

NRCS Collaborative Grant	\$7,332.00
Down Payment on Trees	\$2,380.69
Tree Sales	\$1,086.95
SWPTSA - TSA Coordinator & Financial Coordinator	\$8,986.55
Cottonwood County - Dist Cap Match 22,750.00, 1st Qtr Allocation 13,000.00, PC & WC Ins Reimbursement 9,126.00	\$44,876.00
State of MN - FY19 CREP Outreach	\$6,328.00
District Court - Nov & Dec 19 Restitution 1,939.80 & Final Restitution Payment 113,882.13	\$115,821.93
Interest - January 2020	\$3.17
GBERBA - Jan Coordinator 6,869.68, Jan MAWQCP Area 6 7,612.93, Jan WS Specialist 3,236.31	\$17,718.92
Lee Tapper - Reimburse for Deer Hunters Banquet	\$35.00

TOTAL RECEIPTS **\$204,569.21**

DISBURSEMENTS: (since last board meeting)

Direct Deposit	Payroll 1-19-2020 to 2-1-2020 plus PERA, MN Dept of Revenue & Bank of the West	\$18,435.75
24643	Postmaster - Postage	\$42.00
EFT13120	Bank of the West - Direct Deposit Fee	\$25.50
24644	The Hartford - LTD February 2020	\$163.13
24645	Delta Dental - Dental Ins - February 2020	\$182.80
24646	NCPERS Group Life Ins - Life Ins - February 2020	\$112.00
24647	Sun Life Financial - STD - February 2020	\$38.40
24648	Sun Life Financial -Critical Illness - February 2020	\$6.59
24649	Fidelity Security - Vision Ins - February 2020	\$18.93
24650	Schwalbach Hardware - Office Supplies & Tree Program Expense	\$30.97
24651	Windom Quick Print - Thank you Cards for GBERBA	\$42.00
24652	Hwy 71 Storage - Rent February 2020	\$45.00
Direct Deposit	Payroll 2-2-20 to 2-15-20 plus PERA, MN Dept of Revenue & Bank of the West	\$18,441.60
24653	MN Deer Hunter's Association - 2020 Banquet Registration	\$240.00
24654	MASWCD - Area 5 - Meeting Registration	\$60.00
EFT22020	Bank of the West - Direct Deposit Fee	\$18.00
Direct Deposit	Payroll 2-16-20 to 2-29-20 NO PERA, MN Dept of Revenue & Bank of the West	\$11,426.37

TOTAL DISBURSEMENTS **\$49,329.04**

BALANCE BEFORE BOARD MEETING **\$419,455.14**

ACCOUNTS PAYABLE

2/27/2020

(to be approved at this board meeting)

<u>Check#</u>	<u>Payable</u>	<u>Amount</u>
24655	Delta Dental - March 2020 Dental Insurance	\$182.80
24656	NCPERS - March 2020 Life Insurance	\$112.00
24657	Fidelity Security Life - Vision Ins March 2020	\$18.93
24658	Sun Life Financial - STD March 2020	\$38.40
24659	Cottonwood County - March Insurance	\$4,308.08
24660	Cottonwood County -March 2020 Rent	\$1,900.00
24661	Cottonwood County Recorder - Record Notary Public	\$20.00
24662	Cardmember Services - SSTS Training, Postage & Notary Stamp	\$383.06
24663	City of Windom - Internet Services	\$86.00
24664	Citizen Publishing - Site Hosting (2)	\$30.00
24665	MARCO - Service Contract & Overage on Copier	\$1,063.34
24666	Staples Enterprises - Gas - January 2020	\$73.85
24667	Office Depot - Office Supplies	\$8.49
24668	SHI International Corp - hands Free Headset	\$39.00
24669	Greg Entinger - Mileage & Presentation - MN Climate Conference	200.00
24670	Petty Cash Custodian - Postage Stamps & Parking Ramp	11.00
24671	Postmaster - Postage Stamps	156.00
24672	David F Jungas - Title Ins on 3 Easements	2,419.50
24673	CliftonLarsonAllen LLP - 2016 Financial Audit & Support	3,675.00
24674	Ratwik, Roszak & Maloney P.A. - Update Personnel Policy & Financial Issues	1,074.00
24675	SWMACDE - Area 5 Employee Dues (8)	80.00
24676	Ashley Broussard - Reimburse for Mileage	148.93
24677	Hannah Herzfeld - Reimburse for Mileage & Meal - Nutrient Mgmt Training	117.30
24678	Rebecca Buchholz - Cell Phone & Reimburse Mileage to SSTS Training	220.90
24679	Herman Bartsch - Mileage, Meal & Cell Phone	460.47
24680	Josh Votruba - Mileage - Nutrient Mgmt Training	93.13
24681	Kay Gross - Cell Phone (2) & Notary Public Renewal	175.24
24682	LeRoy Harnack - Cost Share on WASCOB	2,282.25

TOTAL ACCOUNTS PAYABLE **\$19,377.67**

District Checking Account Balance **\$400,077.47**

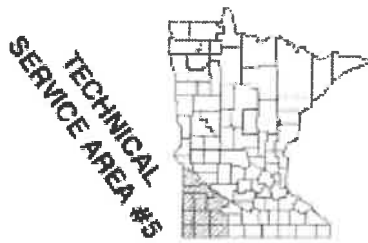
Balances as of 2-27-2020

PETTY CASH (Included in District Fund Balance)	\$50.00
Savings Account Balance	\$50,004.93

Account Balances: Checking/Savings/Petty Cash: \$450,132.40

Monthly Treasurer's Report
Southwest Prairie Technical Service Area
January 2020

<u>Use of Cash</u>	<u>Beginning Balance</u> <u>1/1/2020</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Ending Balance</u> <u>1/31/2020</u>
Checking	\$ 19,218.46	\$ 61,102.70	\$ 53,108.39	\$ 27,212.77
Select Business Svg	\$ 825,814.01	-	-	\$ 825,814.01
Interest Money	\$ 60,171.21	-	-	\$ 60,171.21
Compensated Absences	\$ 54,000.00	-	-	\$ 54,000.00
Total	\$ 959,203.68	\$ 61,102.70	\$ 53,108.39	\$ 967,197.99
Program Summary				
JPO Fund Balance	\$ 60,171.21	-	-	\$ 60,171.21
FY19 NPEA Grant	-	-	-	-
FY19 NPEA Local Share	-	5,800.00	-	5,800.00
FY19 NPEA Admin	7,466.51	-	-	7,466.51
FY20 NPEA	63,752.83	-	-	63,752.83
FY20 NPEA Administration	7,500.00	-	18,914.88	44,837.95
Technical Services	139,465.35	-	-	7,500.00
TSA Shared Technician	-	2,303.70	-	141,769.05
Training	3,000.00	-	-	-
Compensated Absences	54,000.00	-	-	3,000.00
FY18 ESTS Local Share	23,991.00	-	-	54,000.00
FY18 ESTS (exp-06/30/2020)	64,517.65	-	-	23,991.00
FY18 ESTS Admin	12,462.90	-	17,053.87	47,463.78
FY18 ESTS Equipment	6,698.37	-	-	12,462.90
FY19 ESTS Grant	210,750.00	-	-	6,698.37
FY19 ESTS Admin	29,250.00	-	-	210,750.00
FY19 ESTS Local Share	24,398.00	-	-	29,250.00
FY20 ESTS Grant	201,704.80	-	-	24,398.00
FY20 ESTS Administration	40,795.20	-	-	201,704.80
FY20 ESTS Local Share	3,400.00	8,960.00	1,160.00	40,795.20
NRCS Collaboration Grant Admin	(19,970.14)	13,949.00	2,262.00	11,200.00
FY20 NACD Grant	25,850.00	31,250.00	14,877.64	(8,283.14)
Total	\$ 959,203.68	\$ 62,262.70	\$ 54,268.39	\$ 967,197.99



SOUTHWEST PRAIRIE TECHNICAL SERVICE AREA

210 10th Street, Windom, MN 56101

Phone: 507-832-8287

DATE: FEBRUARY 27, 2020
TO: SOUTHWEST PRAIRIE TSA MEMBERS
FROM: KAY GROSS, ADMINSTRATIVE COORDINATOR
SUBJECT: COORDINATOR REPORT

2019 NACD – Technical Assistance Grant

We have been awarded through the next grant round of \$125,000, and have completed the grant agreement and we have received our first payment of \$31,250.00. Our contract with Centrol has extended to 12-31-2019 with a balance of \$20,010.

Quarterly report was submitted by the January 20 deadline.

2020 NACD – Technical Assistance Grant

We have submitted a third round request for funding to NACD for \$125,000 grant with \$31,250 in match.

2018 NRCS Collaboration Grant

Quarterly and Financial Reports were completed and submitted by the January 20 deadline.

Soil Health/Training Contract Position

Dawn Madison is continuing to work with District staff in gaining Job Approval Authority and also working on grant obligations for NRCS.

Engineering Technician Positons

Interviews were held on Tuesday, February 18 with four candidates. We have offered the position to two candidates with Jake Harrison accepting the position with a start date of March 2nd in the Ivanhoe SWCD Office. At this time we are waiting on the response from the second candidate that could potentially start in mid May and would be located in the Lyon SWCD Office.

Area V Managers Meeting

I will be working on putting together an Area V Managers Meeting in March or early April.



COTTONWOOD

SOIL AND WATER CONSERVATION DISTRICT

210 10th Street
Windom, MN 56101

Phone: 507-832-8287

Cottonwood SWCD Technician Report for February 27, 2020.

1) Minnesota Wetlands Conservation Act update.

In Cottonwood, I am working on the Cottonwood County Road #7, and a request for an incidental wetland ruling for a county project.

2) GBERBA and 1W1P Watonwan

The GBERBA combined Policy/Technical Meeting is scheduled for March 13, 2020. Water Storage will be the focus for the presentations.

The Watonwan One Watershed One Plan process is moving at a fast pace, we are now proofing sections of the plan. The Watonwan 1W1P policy board approved a motion to consider GBERBA for the fiscal and coordinating entity when the 1W1P plan is complete.

3) Tree Program.

There are 27 tree orders so far that total about 2,500 trees.

The Cottonwood SWCD was awarded the Lawn to Legumes Pollinator Grant through BWSR. Pollinator habitat includes trees and will have a positive impact on trees sales. In addition, the SWCD may want to carry pollinator native forbs/plants for sale.

4) Watershed Restoration and Protection Strategies WRAPS

A completed WRAPS report is a jumping off place for the One Watershed One Plan Process. The Des Moines, Little Cottonwood that is included in the Middle Minnesota watershed and the Cottonwood Watershed WRAPS process are all nearing completion. The Des Moines Watershed has held meetings and will apply for a 1W1P planning grant this year. At the last Des Moines WS meeting, a vote passed to approve the Jackson SWCD staff to be the financial entity and Murray County staff as the coordinator for the group if a 1W1P planning grant application is successful this year.

David Bucklin Cottonwood SWCD



210 10th St
Windom, MN 56101

Phone: 507-832-8287

COTTONWOOD **SOIL AND WATER CONSERVATION DISTRICT**

Date: February 19, 2020

Name: Becky Buchholz (Farm Bill Assistant/Program Technician)

Topics: Past Events, Upcoming Events, Farm Bill Assistance, SSTS

Past Events:

- January 13, 2020 – SSTS Talking Tour in Marshall, MN
- January 21-22, 2020 – CD training in Marshall, MN
- January 23-24, 2020 – SSTS continuing ed in St. Cloud, MN

Upcoming Events:

- February 27, 2020 – CREP webinar

Farm Bill Assistance:

- General CRP and Continuous CRP enrollment are open as of December 9, 2019. The General Sign-Up will be open until February 28, 2020. As of right now, Continuous Sign-Up is ongoing and does not have an enrollment end date as of now.
- CREP is also open and we received an email February 19th that they will have batching periods in March and more announced later. We will likely know more after the February 27th webinar. We have about 6-8 landowners that are interested in enrolling in CREP.
- We have quite a few RIM violations that will be fixed this past Fall after harvest due to crop encroachment. We were not able to get to all of these because we hadn't received contact back from landowners before winter, we will have to continue the remediation in Spring 2020.
- There is still wetland restoration work to be done on a majority of these CREP easements.
- I am looking into the RIM Grasslands program for a couple of landowners, this RIM easement program is designed to protect remnant prairies and buffer around existing ones.
- The State announced a Lawns to Legumes program for homeowners and LGUs. The purpose of the program is mainly two-fold: (1) Provide individual cost-share and/or assistance to individual homeowners to install pocket pollinator gardens or pollinator lawns; and (2) LGU's can apply for grants for neighborhood plots on private property to create pollinator habitat. There aren't a lot of details yet as the program is still being flushed out by BWSR and partners. They anticipate individuals being able to sign up for cost-share this winter. The purpose of the program is to protect and provide habitat for the Rusty Patch Bumble Bee.
 - We were awarded a Demonstration Neighborhood Grant.

SSTS:

- Continuing to send out letters as septic disclosure forms come in and as property transfers occur.
- Working on sending out the contractor 2020 construction season letter
- Sending out maintenance reminder post cards and the maintenance letters and magnets for 2017 installations.



COTTONWOOD
SOIL AND WATER CONSERVATION DISTRICT

210 10th Street
Windom, MN 56101

Phone: 507-832-8287

Date: February 27, 2020

Name: Hannah Herzfeld (Cottonwood Resource Technician)

Topics: Past Events, Upcoming Events, Project Updates, Working on

Past Events:

- WASCOB EFT Training, Marshall – January 22nd
- Nutrient Management Training, Mora – February 14th
- Waterway EFT training, Marshall – February 20th
-

Upcoming Events:

- Deer Hunter Banquet, Windom - February 29th
- Farm and Home Show, Windom – March 7th

Project Updates:

Public Waters compliance in Cottonwood county is approximately 96%. SWCD and the County are working congruently to assist landowners with bringing landowners into compliance with the Buffer Law and will be conducting site visits and inspections this summer and fall.

Staking RIM easements that were not previously staked, and working with the landowners to correct RIM violations.

Working towards Cover crop, waterway JAA, and becoming a certified conservation planner.

Working on:

- Cover crop meeting planning, and looking at responses to the survey that was sent out.
- WCA mentorship
- SSTS continuing education.
- Developing an alternative practices list, and making site visits to determine alternative practices for individual landowners.
- Tracking buffer compliance using the BWSR BuffCAT tool is a continual process.
- Moving forward with the Buffer Law and conducting site visits for landowners who received a APO (Administrative Penalty Order) and Corrective Action Notice, and working with landowners to come into compliance.



Minnesota Agricultural Water Quality Certification Program

South Central MAWQCP Certification Specialist

Serving the Counties of: Blue Earth, Brown, Faribault, LeSueur, Martin, McLeod, Nicollet, Renville, Sibley, Waseca, Watonwan



Greater Blue Earth River Basin Alliance



Herman Bartsch
 AREA 6 MAWQCP CERTIFICATION SPECIALIST
 February 26th, 2020

Workload:

- Working with producers and SWCDs to complete assessments and certifications
- Assisting producers with MDA Grant Applications
- Cover Crop Plans
- Practice Plans
- Program Promotion
- SW MN Wastewater Operators Association Meeting – Fairmont Feb 5th
- I-90 Soil Health Tour – Waseca Feb 27th, Fairmont Feb 25th

AREA 6	Applications	Assessments	Certifications
Blue Earth SWCD	13	12	7
Brown SWCD	10	6	3
Faribault SWCD	21	16	13
LeSueur SWCD	11	7	4
Martin SWCD	10	6	5
McLeod SWCD	9	7	4
Nicollet SWCD	1	1	1
Renville SWCD	15	8	7
Sibley SWCD	3	3	3
Waseca SWCD	11	11	5
Watonwan SWCD	11	8	6
Total	115	85	58

Producers continue to use the MDA \$5,000 grant to install conservation practices that will address water quality concerns and help them gain certification.

MAWQCP is beginning to offer **three new endorsements** in addition to certification. Endorsements will recognize producers who are going above and beyond in the areas of **soil health, integrated pest management, and wildlife.**

The **Regional Conservation Partnership Program** with NRCS has been renewed for another **five years and nine million dollars.** This program offers a pot of EQIP money that producers can use to install conservation practices to help them become certified. Only certified producers, or those seeking certification have access to these funds.

MAWQCP Numbers as of 2-24-20

- 838 producers certified
- 572,422 acres certified
- 1,777 new practices installed or planned to be installed
- Sediment delivery to surface waters reduced by 37,484 tons per year
- Soil loss reduced by 104,425 tons per year
- Phosphorus loss reduced by 46,351 lbs. of P per year

Herman Bartsch:
 Area 6 Certification Specialist
 422 Belgrade Ave, Suite 104
 North Mankato, MN 56003

Office: (507) 344-3210
 Cell: (507) 380-9134

E-MAIL:
 hermanbartsch@outlook.com



210 10th Street
Windom, MN 56101

COTTONWOOD SOIL AND WATER CONSERVATION DISTRICT

DATE: February 27, 2020

NAME: Josh Votruba
Watershed Technician

Topics: Past Events, Upcoming Events, Working on

Past Events:

- Feb 14 – Nutrient Management Training, Mora, MN
- Feb 19 – Watonwan 1W1P Steering Committee Meeting, St. James, MN
- Feb 19 – Watonwan 1W1P Policy Committee Meeting, St. James, MN
- Feb 20 – EFT Waterway Training, Marshall, MN
- Feb 24 - Farm Economics and Cover Crops Meeting, Heron Lake, MN

Upcoming Events:

- Feb 29 – MDHA Banquet, Windom, MN
- Mar 4 – Watonwan 1W1P Steering Committee Meeting, St. James, MN
- Mar 5 – Des Moines 1W1P Subcommittee Meeting, Windom, MN
- Mar 6 – Rock County Cover Crop Equipment Meeting, Edgerton, MN
- Mar 13 – GBERBA Policy/Tech Meeting, Mankato, MN

Working on:

- *GBERBA Cover Crop Cost-share:* Continue to work with landowners within Cottonwood County on the GBERBA cover crop cost-share. Recently GBERBA has removed the acre limit of 80 acres for the cover crop cost-share. As a result, landowners are no longer restricted on the amount of acres they can enroll into the GBERBA cover crop cost-share. The GBERBA cover crop grant expires August 31 2020.
- *Watonwan River One Watershed, One Plan:* The Watonwan 1W1P Advisory Committee has begun the process of reviewing and commenting on draft sections of the Watonwan River Comprehensive Watershed Management Plan. The Watonwan Advisory Committee has sent me comments to be consolidated for draft sections 1 (Executive Summary), 5 (Measurable Goals), and 6 (Implementation Schedule). Comments for draft sections 2,3,4,7, & 8 have been consolidated and incorporated into those sections.
- *Des Moines River One Watershed, One Plan:* The Subcommittee for the Des Moines One Watershed One Plan composed of myself, Kay, Ashley Brenke of Martin SWCD, and Sarah Soderholm of Murray County will meet March 5th to discuss gathering and aggregating watershed information for the One Watershed One Plan for the Des Moines River. As discussed in previous meetings for the Des Moines 1W1P, the involved Counties and SWCDs are exploring the option of gathering together information and possibly begin work on the plan before the 1W1P Grant is awarded.

COTTONWOOD SOIL AND WATER CONSERVATION DISTRICT



210 10th Street
Windom, MN 56101
Phone: 507-832-8287



Date: February 27th, 2020

Name: Lee Tapper (Program Technician)

Topics: Past Events, Upcoming Events, Project Updates, Working on

Past Events:

- February 4th – Nutrient Management Conference in Mankato
- February 5th – MN BWSR Introductory Nutrient Management in Lamberton
- February 20th – MN BWSR-TTCP Grassed Waterway Training in Marshall
- February 24th – Farm Economics and Soil Health Winter Workshop in Heron Lake

Upcoming Events:

- February 29th – Minnesota Deer Hunters Association Des Moines Valley Banquet in Windom
- March 6th – Cover Crop Equipment Workshop in Edgerton
- March 10th – Commercial and Animal Waste Technician (CAWT) Workshop in Slayton
- March 24th-26th – MACFO Conference in Alexandria

Project Updates:

Hannah Herzfeld, Josh Votruba, and I have attended 3 different trainings on designing WASCObS and Waterways using Engineering Field Tool (EFT). Two of the Trainings were for BWSR and the other one was an Area 5 Training.

Working with Hannah Herzfeld and Josh Votruba on planning cover crop meetings, creating surveys on cover crops/soil health and coming up with soil health ideas for Cottonwood County landowners/farmers. Next steps are contact farmers who are doing cover crops in Cottonwood County and try and start Cottonwood County's very own Soil Health Team.

Attended the Economic Soil Health and Cover Crop Workshop in Heron Lake. Had very excellent speakers that discussed about how they are making cover crops economically in their own operations.

Working on:

- Filling out Feedlot Inspection Forms
- Cover Crop Meeting Planning
- Attending Training/Conference

Lee Tapper

210 10th Street
Windom, MN 56101

507-832-8287

Email: Lee.Tapper@co.cottonwood.mn.us



Minnesota Agricultural Water Quality Certification Program

Agriculture and Water Outreach Corpsmember
Conservation Corps of MN & IA
Ashley Broussard



Greater Blue Earth River Basin Alliance



February 27th 2020

Workload:

- Assisting Herman and Danielle with mapping assessed fields in the MAWQCP mapping tool and assessment tool
- Entering producer fields into Web Soil Survey to check for sensitive soils
- Reading through the MAWQCP binder and other information about the program
- Attended producer meetings with Herman
- Contact producers to get stories added to the MAWQCP Story Map, 3 stories published so far.

Projects and Events:

- Attended Nitrogen Smart workshop on 2/4
- Attended Soil Health Workshop in Pipestone with Danielle on 2/5
- Online MAWQCP meeting with MDA on 2/11
- Online grant writing workshop (through Conservation Corps) on 2/18
- Attended Steering Team meeting on 2/19
- Attended Area 5 meeting on 2/20
- Field Visit in Martin County with Herman on 2/21
- Promoted MAWQCP at the I-90 Cover Crop Workshop on 2/24
- Attended Cottonwood WRAPS meeting on 2/25

Upcoming Events:

- Deer Hunter Banquet on 2/29
- Farm Equipment workshop in Rock County on 3/6

Ashley Broussard
Agriculture and Water Outreach Corpsmember
210 10th Street
Windom MN 56101

Cell:(815)600-6906

Email: Broussard.Ashley@outlook.com



Alex Schultz
Planning and Zoning Technician

210 10th Street
Windom, MN 56101

Phone: 507-832-8287

COTTONWOOD

SOIL AND WATER CONSERVATION DISTRICT

Date: February 27, 2020

Name: Alex Schultz

Topics: Past Events, Upcoming Events, Planning and Zoning, and Ag. Inspecting

Past Events:

- January 30th- Nitrogen Management
- February 4th- Nutrient Management
- February 5th- Ag Inspectors meeting

Upcoming Events:

- February 29th – Deer Hunter's Banquet
- March 13th – Planning Commission Meeting
- March 24 – 26 – MACFO Conference

Planning and Zoning:

- **Planning Commission Meeting**
 - Upcoming- Reviewing of Ordinances, Asphalt Plants
- **Board of Adjustments**
 - None
- **Permits**
 - Setback Permits, 0 Issued
 - CUP, 0 Issued
 - Variance, Issued 0

Feedlots

- **None**