

**COTTONWOOD SOIL AND WATER CONSERVATION DISTRICT
BOARD OF SUPERVISORS
MINUTES
JULY 23, 2020**

The Cottonwood Soil and Water Conservation District Board of Supervisors held their monthly meeting at the District Office, Windom, MN on July 23, 2020 through WebEx (video communications) . The meeting was called to order by Chairman Daryl Tasler at 8:41 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.

Member Present in Office: Chairman, Daryl Tasler
Members by Media (WebEx): Vice Chairman, Tom Muller
Or In Person Secretary, Jeremy Nerem
PR&I, Clark Lingbeek

Others Present Present : District Administrator, Kay Gross
District Technician, Dave Bucklin
MN Iowa Conservation Corp, Ashley Broussard

Others Present by Media: Tom Appel, Cottonwood County Commissioner
Karen Boysen, NRCS District Conservationist

Absent: Treasurer, Cody Duroe

CALL TO ORDER and ROLL CALL

AGENDA: Motion by Lingbeek, second by Muller to approve the agenda as presented with the addition of Timary Rossow L2L final payment, Anne Reese Well Sealing and approval to purchase Center Point Payroll System totaling \$399.00 plus yearly Maintenance Fee.

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

Opposed: None.

Motion carried.

MINUTES: Motion by Muller, second by Lingbeek to approve the June 25, 2020 Board Meeting minutes.

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

Opposed: None.

Motion carried.

Jeremy Nerem joined meeting at 8:51 a.m.

JULY FINANCIAL REPORT: Motion by Lingbeek, second by Muller to approve the July Financial Report as presented and submit for audit.

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

Opposed: None.

Motion carried.

ACCOUNTS PAYABLE: Motion by Muller, second by Lingbeek to approve and pay July accounts payable totaling \$55,128.34.

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

Opposed: None.

Motion carried.

2017 and 2018 AUDIT UPDATE

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 Lingbeek to approve the Southwest Prairie July Vouchers, Monthly Financials and Administrative Report.

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

Opposed: None.

Motion carried.

DNR SECOND ANNUAL PLAN AGREEMENT FOR TYPHOON WMA

Motion by Lingbeek, second by Nerem to approve the second DNR Annual Plan Agreement for Typhoon Wildlife Management Area not to exceed \$5,000 dated July 10, 2020 to June 30, 2021.

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

Opposed: None.

Motion carried.

FY2019 NPEA GRANT FINAL FINANCIAL REPORT

Motion by Tasler, second by Muller to approve the submission of a FY2019 NPEA Final Financial Report totaling \$130,000.

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

Opposed: None.

Motion carried.

MASWCD and AREA V: Lingbeek

COTTONWOOD COUNTY COMMISSIONER: Commissioner Tom Appel

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 payments for Denise Nichols (L2L-FY20-Cottonwood-09) \$168.33 (Note update on location Lakeside 19); Amy Minion (L2L-FY20-Cottonwood-12) \$168.33; Lois Kraft (L2L-FY20-Cottonwood-04) \$235.66 and Timary Rossow (L2L-FY20-Cottonwood-13) \$336.65.

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

Opposed: None.

Motion carried.

WELL SEALING COST-SHARE CONTRACT APPROVAL

Motion by Nerem, second by Muller to approve the Well Sealing Cost-Share contracts for Scott & Joan Raabe 2020-08 (\$447.50); Kimberly Rabbe 2020-09 (\$506.50) and Anne Reese 2020-10 (\$239.03).

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

Opposed: None.

Motion carried.

BWSR WORK PLAN ORDERS

Motion by Muller, second by Lingbeek to approve the BWSR Work Plan Orders #17-19-W801 (\$500) and #17-19-W807 (\$3,500).

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

Opposed: None.

Motion carried.

COVID-19 REIMBURSEMENT REQUEST – COTTONWOOD COUNTY GRANT

Motion by Muller, second by Nerem to approve the submission of a Cottonwood County Grant to compensate for the COVID-19 expenses incurred by the District totaling \$6,224.16.

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

Opposed: None.

Motion carried.

PAY EQUITY – Submission of Non-Compliance Notice and Response by July 29.

PAYROLL ACCOUNTING SYSTEM UPGRADE

Motion by Muller, second by Lingbeek to approve the purchase of Center Point Payroll from Redwing Company totaling \$399.00 with a yearly maintenance fee of \$999.

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

Opposed: None.

Motion carried.

AUGUST MEETING DATES

SUPERVISOR MEETINGS – ALL MEETINGS SUBJECT TO CONFERENCE CALLING OR WEBEX

August 6 – RCRC/Area II Meeting – TBD; August 26 – GBERBA Executive Meeting – WebEx; August 27 - Cottonwood SWCD Board - WebEx.

SWCD EMPLOYEE MEETINGS

August 12-13 – Drainage Conference - TBD; August 13 – Grazing Workshop – Rock County; August 26 – GBERBA Technical Committee Meeting – Webex; August 26 – GBERBA Executive Board Meeting – WebEx; August 27 - Cottonwood SWCD Board Meeting – WebEx.

Motion by Muller, second by Nerem to approve the Supervisor and Employee meetings and expenses for the month of August 2020.

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

Opposed: None.

Motion carried.

NRCS DISTRICT CONSERVATIONIST – Karen Boysen – Report by Phone

BOARD OF WATER AND SOIL RESOURCES – Jill Sackett Eberhart – Written Report

SENIOR TECHNICIAN – Dave Bucklin – Written Report

FARM BILL/PROGRAM TECHNICIAN – Becky Buchholz – Written Report

RESOURCE TECHNICIAN – Hannah Herzfeld – Written Report

WATERSHED SPECIALIST – Joshua Votruba – Written Report (FINAL)

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 10:15 a.m.

Next Meeting will be on THURSDAY, August 27, 2020 at 8:30 a.m. at the District Office (by WebEx).

District Supervisor

District Administrator