

**COTTONWOOD SOIL AND WATER CONSERVATION DISTRICT  
BOARD OF SUPERVISORS MEETING  
May 28, 2020**

**Office Site of Meeting – Cottonwood SWCD Office – 210 10<sup>th</sup> Street, Windom, MN**

Meeting will be conducted through WebEx with Conference Calling Capabilities - Login information sent 5-20 by email

**CALL TO ORDER and ROLL CALL (all motions will be by Roll Call Vote)**

**AGENDA – Approval**

**MINUTES of April 23, 2020 Board Meeting**

**1. FINANCIAL – Kari Clouse**

- Financial Report (*Update will be sent May 27 by email*)
- Accounts Payable
- Audit Report 2017 and 2018

**2. COMMITTEE REPORTS and ACTION ITEMS**

**RCRCA – Clark Lingbeek**

**GBERBA – Clark Lingbeek**

**1W1P WATONWAN – Clark Lingbeek, Tom Appel**

**1W1P DES MOINES – Dave Bucklin, Kay Gross**

**SOUTHWEST PRAIRIE JPO – Tom Muller**

- Southwest Prairie TSA Vouchers, Financial and Administrative Report
- Approve Control Contract for 100 additional hours totaling \$6,000
- Approve Southwest Prairie TSA Quarterly Meeting by WebEx – June 10 starting at 10:00 a.m.
- Southwest Prairie TSA featured in MASWCD Monthly Newsletter

**MASWCD and AREA V – Clark Lingbeek**

- Cancellation of June and September Area 5 Meetings – Resolutions due to State by August 7, 2020

**COMMISSIONER REPORT – Tom Appel**

**3. ADMINISTRATIVE – Kay Gross**

- Lawns to Legumes Cost-Share Contract Approval** (Additional Projects will be added)

|                 |                        |               |                            |               |              |
|-----------------|------------------------|---------------|----------------------------|---------------|--------------|
| Steven Fresk    | L2L-FY20-Cottonwood-01 | Great Bend 22 | Pollinator Habitat – 1 no. | Cost \$500.00 | C-S \$450.00 |
| Jason Kloss     | L2L-FY20-Cottonwood-02 | Great Bend 25 | Pollinator Habitat – 1 no. | Cost \$500.00 | C-S \$450.00 |
| Joanne Kaiser   | L2L-FY20-Cottonwood-03 | Great Bend 26 | Pollinator Habitat – 1 no. | Cost \$500.00 | C-S \$450.00 |
| Lois Kraft      | L2L-FY20-Cottonwood-04 | Great Bend 36 | Pollinator Habitat – 1 no. | Cost \$500.00 | C-S \$450.00 |
| Margaret Horkey | L2L-FY20-Cottonwood-05 | Great Bend 23 | Pollinator Habitat – 1 no. | Cost \$500.00 | C-S \$450.00 |
| Dale/Jane Boyer | L2L-FY20-Cottonwood-06 | Great Bend 22 | Pollinator Habitat – 1 no. | Cost \$500.00 | C-S \$450.00 |

- GBERBA Cost-Share Contract Final Payment**

|           |                    |           |                     |                 |              |
|-----------|--------------------|-----------|---------------------|-----------------|--------------|
| Tony Dick | 17-08(319-TMDL-16) | Carson 14 | Cover Crops – 45 ac | Cost \$1,828.68 | C-S \$914.34 |
|-----------|--------------------|-----------|---------------------|-----------------|--------------|

- Well Sealing Cost-Share Contract**

|                   |        |          |                  |               |              |
|-------------------|--------|----------|------------------|---------------|--------------|
| Township of Amboy | 2020-6 | Amboy 20 | Well Sealing – 1 | Cost \$969.34 | C-S \$484.67 |
|-------------------|--------|----------|------------------|---------------|--------------|

- Job Approval Authority** – Dave Bucklin, Becky Buchholz and Herman Bartsch

- Cottonwood SWCD Phased Retirement Option Benefits Agreement** – Dave Bucklin (Effective July 1, 2020)

- Laptop Purchase and Existing Laptop Upgrade** – New Laptop (\$1,938.00) and Upgrading Existing Laptop (??)

- Cottonwood County – Public Access to County Offices**

- Personnel Policy Handbook, Appendix, Cell Phone and Clothing Allowance Stipends - Review and Approve**

- Public Access to SWCD/County Office Building**

- BWSR Funding – District Capacity, Clean Water Legacy and CREP Outreach Implementation (June 30)**

- Elections** – May 19 – June 2 Filing Period – Nominating Districts II, IV, V

- Meetings**

|      |    |  |                    |
|------|----|--|--------------------|
| June | 3  | RCRCA/Area II Meeting – Zoom                   | Clark              |
| June | 4  | Southwest Prairie TSA Managers Meeting - WebEx | Kay                |
| June | 10 | Southwest Prairie JPO – WebEx                  | Kay, Tom           |
| June | 11 | State TSA Managers Meeting – WebEx             | Kay                |
| June | 12 | GBERBA Executive Meeting – WebEx               | Clark-Staff-Tom A. |
| June | 24 | GBERBA Technical Meeting – WebEx               | Staff, Cons Corp   |
| June | 25 | Cottonwood SWCD Board Meeting – WebEx (?)      | Supervisors, Staff |

**4. DISTRICT CONSERVATIONIST – CST LEADER – Karen Boysen** - Delegation of Authority and EQIP Stakeholder Meeting - June

**5. TECHNICIAN – Dave Bucklin** – Written Report

**6. FARM BILL ASSISTANT/PROGRAM TECHNICIAN – Becky Buchholz** – Written Report

**7. RESOURCE TECHNICIAN – Hannah Herzfeld** – Written Report

**8. WATERSHED TECHNICIAN – Josh Votruba** – Written Report

**9. PROGRAM TECHNICIAN/FEEDLOT ASSISTANT – Lee Tapper** – Written Report

**10. AREA 6 CERTIFICATION SPECIALIST – Herman Bartsch** – Written Report

**11. AREA 5 CERTIFICATION SPECIALIST – Danielle Evers** – Written Report

**12. MN CONSERVATION CORP – MAWQCP INTERN – Ashley Broussard** – Written Report

**13. PLANNING and ZONING TECHNICIAN – Alex Schultz** – Written Report

**Next Regular Meeting – Thursday, June 25 – 8:30 a.m. – Cottonwood SWCD Office**