

**COTTONWOOD SOIL AND WATER CONSERVATION DISTRICT  
BOARD OF SUPERVISORS  
MINUTES  
April 22, 2021**

The Cottonwood Soil and Water Conservation District Board of Supervisors held their monthly meeting at the District Office, Windom, MN on April 22, 2021 through WebEx (video communications) . The meeting was called to order by Chairman Tom Muller at 8:36 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.**

Members Present in Office or  
Media (WebEx):

Chairman, Tom Muller (In Office)  
Vice Chairman, Jeremy Nerem (WebEx)  
Treasurer, Clark Lingbeek (WebEx)  
PR&I, Daryl Tasler (Office)

Others Present:

District Administrator, Kay Gross  
District Technician, Dave Bucklin  
Kari Clouse, Administrative Program Assistant

Others Present by Media:

Tom Appel, Cottonwood County Commissioner (WebEx)

Absent:

Secretary, Cody Duroe

**CALL TO ORDER and ROLL CALL**

**AGENDA:** Motion by Nerem, second by Tasler to approve the agenda with addition including tire purchase.

Roll Call Vote: Muller – No    Nerem – Yes    Lingbeek – Yes    Tasler - Yes

Opposed:    None.

Motion carried.

**MINUTES:** Motion by Tasler, second by Nerem to approve the March 25, 2021 Board Meeting minutes.

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

Opposed:    None.

Motion carried.

**APRIL FINANCIAL REPORT:** Motion by Tasler, second by Muller to approve the April Financial Report as presented and submit for audit.

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

Opposed:    None.

Motion carried.

**ACCOUNTS PAYABLE:** Motion by Nerem, second by Tasler to approve and pay April accounts payable totaling \$15,319.74.

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

Opposed:    None.

Motion carried.

**AUDIT UPDATE 2019**

Motion by Tasler, second by Lingbeek to approve the Representation Letter for CliftonLarsonAllen Financial Statements 2019.

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

Opposed:    None.

Motion carried.

**RCRCA:** Lingbeek

**GBERBA:** Lingbeek, Bucklin and Gross  
Reviewed Letter of Non-Compliance.

**LEGAL COUNSEL REVIEW and OPINION**

Motion by Tasler, second by Nerem to approve contacting Ann Goering, Ratwik, Roszak & Maloney, on review of JPA/By-Laws concerning Watonwan Implementation Grant Agreement concerning landowner and staffing contracts.

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

Opposed: None.

Motion carried.

**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 Tasler, second by Lingbeek to approve the Southwest Prairie March Monthly Financials, March/April vouchers and April Administrative Report.

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

Opposed: None.

Motion carried.

**MEMORANDUM OF AGREEMENT – NATIONAL ASSOCIATION of CONSERVATION DISTRICTS and SOUTHWEST PRAIRIE TSA**

Motion by Nerem, second by Lingbeek to approve the signing of the Memorandum of Agreement between the NACD and Southwest Prairie TSA for grant funding totaling \$125,000 and match of \$31,250.

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

Opposed: None.

Motion carried.

**MASWCD and AREA V:** Lingbeek

**COTTONWOOD COUNTY COMMISSIONER:** Commissioner Tom Appel

**ADMINISTRATOR REPORT:** Kay Gross

**STATE COST-SHARE CONTRACT**

Mary Ann Meyer	20-01	Germantown 32	Grass Waterway	Cost \$35,252.70 C-S \$26,439.53
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Motion by Nerem, second by Lingbeek to approve the State Cost-Share contract #20-01 (FY20 State C-S and FY20 District Capacity) for Mary Ann Meyer, Grass Waterway, cost-share funding up to but not exceeding \$26,439.53.

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

Opposed: None.

Motion carried.

**GBERBA COST-SHARE CONTRACT**

City of Mountain Lake	CWF-WWDW-21-17-01	Midway 33	Tree/Shrub Planting (612)	Cost \$10,600.00 C-S \$9,010.00
Tom Muller	319-TMDL-17-17-12	Dale 14	Cover Crops – 130 ac	Cost \$4,856.00 C-S \$2,428.00
Steve Muller	319-TMDL-17-17-13	Dale 16	Cover Crops – 145 ac	Cost \$5,416.00 C-S \$2,708.00

Motion by Tasler, second by Lingbeek to approve GBERBA Cost-Share contracts for City of Mountain Lake – CWF-WWDW-21-17-01, Tree/Shrub Planting, cost-share funding up to but not to exceed \$9,010.00; Tom Muller – 319-TMDL-17-17-12, Cover Crops, cost-share funding up to but not to exceed \$2,428.00; and Steve Muller – 319-TMDL-17-17-13, cover crops, cost-share funding up to but not to exceed \$2,708.00.

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

Opposed: None.

Abstained: Muller

Motion carried.

**LAWNS TO LEGUMES COST-SHARE CONTACT APPROVAL**

Diane Noyes	L2L-FY20-Cottonwood-21	Great Bend 26	Pollinator Project	Cost \$500.00 C-S \$450.00
Diane Kruger	L2L-FY20-Cottonwood-22	Great Bend 25	Pollinator Project	Cost \$500.00 C-S \$450.00
C. & J. de Avila	L2L-FY20-Cottonwood-23	Great Bend 26	Pollinator Project	Cost \$500.00 C-S \$450.00

Motion by Lingbeek, second by Nerem to approve the Lawns to Legumes Cost-Share Contracts Diane Noyes L2L-FY20-Cottonwood-21 (\$450.00), Diane Kruger L2L-FY20-Cottonwood-22 (\$450.00), and C & J de Avila L2L-FY20-Cottonwood-23 (\$450.00).

Roll Call Vote: Muller – Yes    Nerem – Yes    Lingbeek – Yes    Tasler - Yes  
Opposed:    None.  
Motion carried.

**WELL SEALING COST-SHARE CONTRACT**

Motion by Nerem, second by Lingbeek to approve the 2021-02 Well Sealing Cost-Share Contract for Cottonwood County and authorize final payment totaling \$295.00.00 for Brady Kronback.

Roll Call Vote: Muller – Yes    Nerem – Yes    Lingbeek – Yes    Tasler - Yes  
Opposed:    None.  
Motion carried.

**PURCHASE TIRES**

Motion by Nerem, second by Tasler to approve the purchase of new tires for the Ford F150 truck total including tires, disposal, mounting and balancing with estimated cost of \$1,250.00.

Roll Call Vote: Muller – Yes    Nerem – Yes    Lingbeek – Yes    Tasler - Yes  
Opposed:    None.  
Motion carried.

**BWSR CREP OUTREACH & IMPLEMENTATION PROGRAM**

Motion by Tasler, second by Lingbeek to approve the submission of the BWSR CREP Outreach and Implementation Program Request for Interest totaling \$52,000 for half time full time equivalent for the Farm Bill/Program Technician.

Roll Call Vote: Muller – Yes    Nerem – Yes    Lingbeek – Yes    Tasler - Yes  
Opposed:    None.  
Motion carried.

**STATE MANAGER’S MEETING**

Motion by Tasler, second by Nerem to approve the attendance at the State Manager’s Meeting, June 29 – 30 in Baxter, MN costs including lodging, mileage and meals.

Roll Call Vote: Muller – Yes    Nerem – Yes    Lingbeek – Yes    Tasler - Yes  
Opposed:    None.  
Motion carried.

**APRIL/MAY MEETING DATES**

**SUPERVISOR MEETINGS – ALL MEETINGS SUBJECT TO CONFERENCE CALLING OR WEBEX**

April 26 - Des Moines 1W1P – Subcommittee Mtg – Office/WebEx; April 28 - GBERBA Executive Board Meeting – WebEx; May 10 - Des Moines 1W1P – Subcommittee Mtg – Office/WebEx; May 14 - GBERBA Policy Board Meeting – WebEx; May 20 - Des Moines Policy Board Meeting – Slayton; May 27 - SWCD Board Meeting – WebEx/Office.

**SWCD EMPLOYEE MEETINGS**

April 26 - Des Moines 1W1P – Subcommittee Mtg – Office/WebEx; April 28 - GBERBA Technical Committee Meeting – WebEx; April 28 - GBERBA Executive Board Meeting – WebEx; April 29 - Invasive Species Meeting – WebEx; April 29-30 - Tree Handout – Office/Tree Barn; May 3 - JD 3 Public Hearing – WebEx; May 10 - Des Moines 1W1P – Subcommittee Mtg – Office/WebEx; May 12 - Des Moines 1W1P – Steering Team Meeting – WebEx; May 14 - GBERBA Policy Board Meeting – WebEx; May 17-20 - Conservation Corp – County; May 20 - Des Moines Policy Board Meeting – Slayton; May 26 - GBERBA Technical Committee Meeting – WebEx; May 27 - SWCD Board Meeting – WebEx.

Motion by Nerem, second by Muller to approve the Supervisor and Employee meetings and expenses for the month of April/May 2021.

Roll Call Vote: Muller – Yes    Nerem – Yes    Lingbeek – Yes    Tasler - Yes  
Opposed:    None.  
Motion carried.

SENIOR TECHNICIAN – Dave Bucklin – Written Report  
FARM BILL/PROGRAM TECHNICIAN – Becky Buchholz – Written Report  
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 – Dru Larson – 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, May 27, 2021 at 8:30 a.m. at the District Office (by WebEx).

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District Supervisor

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District Administrator