

**COTTONWOOD SOIL AND WATER CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
December 22, 2020**

Office Site of Meeting – Cottonwood SWCD Office – 210 10th Street, Windom, MN

Meeting will be conducted through WebEx with Conference Calling Capabilities - Login information sent 12-15 by email

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

AGENDA – Approval

MINUTES of November 24, 2020 Board Meeting

1. FINANCIAL – Kari Clouse

- Financial Report (*Will be sent December 21 by email*)
- Accounts Payable
- Fourth Quarter Compensation and Expenses
- Year End Payroll and Payables
- Audit for 2018 and 2019
- MN Campaign Finance Board – Supervisors Statement of Economic Interest (*With Packet*)

2. COMMITTEE REPORTS and ACTION ITEMS

RCRCA – Clark Lingbeek

GBERBA – Clark Lingbeek

- Discussion on 2021 Contract – Combined Coordinators – Administrative-Technical-Financial
- Area 6 MAWQCP Certification Specialist Contract – Ends December 31, 2021

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
- Staff Reviews – Personnel Committee Meeting
- Financial Report – Enhanced Shared Technical Services - 2018
- Next Meeting January 13 – WebEx
- Contract for Services (Administrator & Host District for Southwest Prairie TSA) – January 1, 2020 till Termination
- Contract for Services (Financial Coordinator/Administrative Assistant) with Murray – January 1, 2020 till Termination

MASWCD and AREA V – Clark Lingbeek

COMMISSIONER REPORT – Tom Appel

- Monthly Update

3. ADMINISTRATIVE – Kay Gross

•State Cost-Share Contract Final Payment

Steve Geis	19-06	Germantown 35	WASCOB – 1,026 ft	Cost \$19,772.25	C-S \$10,000.00
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•GBERBA Cost-Share Contract Final Payment

Darby Harder	17-10(319-TMDL-16)	Lakeside 23	Cover Crops – 62.3 ac	Cost \$2,555.10	C-S \$1,277.55
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•Well Sealing Cost-Share Contract

Cottonwood County	2020-18	Amboy 20	Well Sealing – 1	Cost \$1,750.00	C-S \$525.00
Raymond Nerem	2020-19	Highwater 6	Well Sealing – 1	Cost \$850.00	C-S \$425.00
Raymond Nerem	2020-20	Ann 12	Well Sealing – 1	Cost \$850.00	C-S \$425.00
Gaylen Mattison	2020-21	Highwater 15	Well Sealing – 2	Cost \$1,700.00	C-S \$850.00

•Recommendations from Personnel Committee

•TSA Personnel Review – Russ Hoogendoorn and Mike Skoglund

•Watonwan River Comprehensive Watershed Management Plan – *Adopt Resolution 2020-12-22*

•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	7	RCRCA/Area II Meeting – Zoom	Clark
January	7	NACD Grant Presentation – Zoom	Kay, Dawn
January	11	Watonwan Steering Team Meeting – WebEx	Kay, Dave
January	13	Southwest Prairie TSA Meeting – WebEx	Tom, Kay
January	13	Des Moines 1W1P Steering Team Meeting – Virtual	Dave
January	15	GBERBA Policy Board Meeting – Virtual	Clark, Tom A. Staff
January	20	Watonwan Steering Team Meeting – WebEx	Kay, Dave
January	27	GBERBA Technical Committee Meeting – Virtual	Kay, Dave, Kari
January	28	SWCD Board Meeting – Virtual	Supervisors, Staff

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4. **DISTRICT CONSERVATIONIST – CST LEADER – Karen Boysen**
5. **TECHNICIAN – Dave Bucklin – Written Report**
6. **FARM BILL ASSISTANT/PROGRAM TECHNICIAN – Becky Buchholz – Written Report**
7. **PROGRAM TECHNICIAN/FEEDLOT ASSISTANT – Lee Tapper – Written Report**
8. **AREA 6 CERTIFICATION SPECIALIST – Herman Bartsch – Written Report**
9. **AREA 5 CERTIFICATION SPECIALIST – Danielle Evers – Written Report**
10. **MN CONSERVATION CORP – MAWQCP INTERN – Ashley Broussard – Written Report**
11. **PLANNING and ZONING TECHNICIAN – Alex Schultz – Written Report**

Next Regular Meeting – Thursday, January 28 – 8:30 a.m. – Cottonwood SWCD Office