

**COTTONWOOD SOIL AND WATER CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
DECEMBER 21, 2021**

Cottonwood SWCD Office – 210 10th Street, Windom, MN

CALL TO ORDER and ROLL CALL (motions will be by Roll Call Vote – if necessary)

AGENDA – Approval

MINUTES of November 23, 2021 Board Meeting

1. FINANCIAL – Kari Clouse

- Financial Report (*Will be sent December 20 by email*)
- Accounts Payable
- Year End Payroll and Payables
- Representation Letter and Audit Report
- Fourth Quarter Compensation and Expenses
- MN Campaign Finance and Public Disclosure

2. COMMITTEE REPORTS and ACTION ITEMS

RCRCA – Clark Lingbeek

GBERBA – Clark Lingbeek

- Discussion on 2022 Contract – Combined Coordinators – Administrative-Technical-Financial
- Area 6 MAWQCP Certification Specialist Contract – Ends December 31, 2023

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

SOUTHWEST PRAIRIE JPO – Tom Muller

- Southwest Prairie TSA Vouchers, Financial and Administrative Report
- Contracts are on a 'Till Terminated' status for District Host and Financial Coordinator/Admin Assistant (Murray SWCD)
- TSA Board Meeting – Wednesday, January 5 10:00 a.m. – Marshall – Personnel Reviews – Starting at 8:30 a.m.
Southwest West Central (SWWC) Cooperative – Marshall, MN

MASWCD – Clark Lingbeek

COMMISSIONER REPORT – Tom Appel

- Monthly Update
- Update - Cottonwood County Landfill – Drinking Water Protection

3. ADMINISTRATIVE – Kay Gross

•FY2020 Lawns to Legumes Demonstration Neighborhood Grant (C20-8893) Cost-Share Final Payment

Dwayne Jansma L2L-FY20-Jackson-01 Heron Lake 33 Pollinator Project Cost \$421.35 C-S \$379.22

•FY2021 Local Water Management – NRBG Grant (P21-6547) Well Sealing Contract and Payment

Andy Evers 202-13 Midway 28 Well Decommissioning Cost \$785.00 C-S \$392.50

•GBERBA MAWQCP Certification Contract and Payment Authorization

Scott Schoper 17-5-27 Amboy 6 Worksheet Incentive Incentive \$100.00

•County Buffer Cost-Share Final Payment

D&D Ranch/David Determan CB-20-01 Germantown 32 Grass Seeding – 3,350 ft. Cost \$852.70 C-S \$852.70

• Resignation of Program Technician/Feedlot Assistant

• Recommendations from Personnel Committee

•Training Requests – SSTS Training – Jake Gross and Alex Schultz – Total Registration - \$1,940/staff

Intro to Onsite Systems – Mankato – February 7 – 9 - \$410.00, plus lodging and meals

Installing Onsite Systems – Mankato – February 10 – 11 - \$315.00, plus lodging and meals

Basic Design of Onsite Systems – Alexandria – March 28 – April 1 - \$525.00, plus lodging and meals

Inspecting Onsite Systems – Alexandria – May 1 – 3 - \$330.00, plus lodging and meals

Soils – Alexandria – May 23 – 25 - \$360.00, plus lodging and meals

•Holiday Closures – December 24 and December 31, 2021

•Meetings

January 5 SW Prairie TSA – Personnel Reviews/Meeting–Marshall Tom, Kay, Jake

January 6 RCRCA/Area II Meetings – Marshall Clark

January 12 Des Moines Steering Team Meeting – Windom Kay, Dave, Jake

January 14 GBERBA Policy Board Meeting – WebEx Clark, Tom A. & Staff

January 20 MN/IA Conservation Corp Member Starts

January 26 GBERBA Technical Meeting – WebEx Kay, Dave, Jake

January 27 SWCD Board Meeting – Office/WebEx Supervisors, Staff, Tom A

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 – Final Report

8. WATERSHED TECHNICIAN – Jake Gross – Written Report

9. AREA 6 CERTIFICATION SPECIALIST – Herman Bartsch – Written Report

10. AREA 5 CERTIFICATION SPECIALIST – Danielle Evers – Written Report

11. MN CONSERVATION CORP – MAWQCP INTERN – Dru Larson – Final Report

12. PLANNING and ZONING TECHNICIAN – Alex Schultz – Written Report

Next Regular Meeting – Thursday, January 27 – 8:30 a.m. – Cottonwood SWCD Office