

**COTTONWOOD SOIL AND WATER CONSERVATION DISTRICT
BOARD OF SUPERVISORS
MINUTES
JANUARY 27, 2022**

The Cottonwood Soil and Water Conservation District Board of Supervisors held their monthly meeting at the District Office, Windom, MN on January 27, 2022 (WebEx available). The meeting was called to order by Vice Chairman Jeremy Nerem at 8:41 a.m.

Members Present in Office or
Media (WebEx):

Vice Chairman, Jeremy Nerem (WebEx)
Secretary, Cody Duroe (Office)
Treasurer, Clark Lingbeek (Office)
PR&I, Daryl Tasler (Office)

Others Present:

District Administrator, Kay Gross (Office)
Dave Bucklin, District Technician (Office)
Kari Clouse, Administrative Program Assistant (Office)
Jake Gross, Watershed Technician (Office)
Tom Appel, Cottonwood County Commissioner (WebEx)

Absent:

Chairman, Tom Muller

CALL TO ORDER and ROLL CALL

AGENDA: Motion by Duroe, second by Tasler to approve the agenda as presented (with several additions).

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

Opposed: None.

Motion carried.

CONSENT AGENDA: Motion by Lingbeek, second by Duroe to approve the consent agenda including the 2022 Board Positions, Committees, Banking Institutions, Mileage Rate and Official Newspaper, Copies, Health and Life Insurance and District Payables as presented.

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

Motion carried.

MINUTES: Motion by Duroe, second by Lingbeek to approve the December 21, 2021 Board Meeting minutes.

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

Opposed: None.

Motion carried.

JANUARY FINANCIAL REPORT: Motion by Duroe, second by Tasler to approve the January Financial Report as presented and submit for audit.

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

Opposed: None.

Motion carried.

ACCOUNTS PAYABLE: Motion by Duroe, second by Tasler to approve and pay January accounts payable totaling \$42,666.36.

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

Opposed: None.

Motion carried.

ENGAGEMENT LETTER FOR 2021 AUDIT

Motion by Duroe, second by Lingbeek to approve the Engagement Letter to Peterson and Company for the 2021 Audit which will cost between \$3,800.00 and \$4,800.00.

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

Opposed: None.

Motion carried.

RCRCA: Lingbeek

GBERBA: Lingbeek, Bucklin and Gross

GBERBA - MAWQCP ADDITIONAL TECHNICAL SUPPORT REQUEST

Motion by Lingbeek, second by Duroe to approve the signing of the MAWQCP Request for Additional Technical Service totaling \$6,000.00.

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

Opposed: None.

Motion carried.

DES MOINES 1W1P: Muller and Gross

SOUTHWEST PRAIRIE TSA: Muller and Gross

SOUTHWEST PRAIRIE TSA VOUCHERS and FINANCIAL REPORT

Motion by Duroe, second by Tasler to approve the Southwest Prairie December Monthly Financials, December vouchers and January Administrative Report.

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

Opposed: None.

Motion carried.

MASWCD: Lingbeek

COTTONWOOD COUNTY COMMISSIONER: Commissioner Tom Appel

ADMINISTRATOR REPORT: Kay Gross

FY2020 LAWNS to LEGUMES DEMONSTRATION NEIGHBOR GRANT (C20-8893) CONTRACT CANCELLATION

Charles & Julia de Avila L2L-FY20-Cottonwood-23 Great Bend 26 Pollinator Project C-S \$450.00

Motion by Duroe, second by Lingbeek to approve the FY2020 Lawns to Legumes Demonstration Neighborhood Grant (C20-8893) Cost-Share contract cancellation for de Avila L2L-FY20-Cottonwood-23 (\$450.00).

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

Opposed: None.

Motion carried.

FY2020 STATE COST-SHARE FUND (P20-5189) and FY2021 STATE COST-SHARE FUND (P21-5279) PARTIAL PAYMENT

Guy Dammann 20-02 Germantown 23 WASCOB Tile – 904 ft. Cost \$4,814.20 C-S \$3,610.65

Motion by Duroe, second by Lingbeek to approve the FY2020 State Cost-Share Fund (P20-5189) and FY2021 State Cost-Share Fund (P21-5279) partial payment for Dammann totaling \$3,610.65.

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

Opposed: None.

Motion carried.

2021 LOCAL WATER MANGEMENT – NRBG GRANT COTTONWOOD COUNTY (F21-6547) CONTRACT and PAYMENT APPROVAL

Levi Brummer 2022-01 Ann 13 Well Sealing – 1 no. Cost \$1,000.00 C-S \$500.00

Motion by Lingbeek, second by Tasler to approve the 2021 Local Water Management – NRBG Grant Cottonwood County (F21-6547) contract and payment approval for Brummer 2022-01 (\$500.00).

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

Opposed: None.

Motion carried.

HIGHWAY 14 CLASIC

Motion by Tasler, second by Duroe to approve the Cottonwood SWCD as fiscal agent for the Highway 14 CLASIC (Soil Health Tour) and allow the District Administrator signing authority for contracts associated with the project.

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

Opposed: None.

Motion carried.

BWSR FY2022 CWF SWCD CAPACITY and BUFFER LAW IMPLEMENTATION GRANT AGREEMENT

Motion by Lingbeek, second by Duroe to approve the BWSR FY2022 CWF SWCD Capacity and Buffer Law Implementation Grant Agreement totaling \$153,634.

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

Opposed: None.

Motion carried.

CAPITAL OUTLAY PURCHASES

Motion by Lingbeek, second by Tasler to approve the purchase of a 2018 Ford F-150 pickup from Higley Ford totaling \$37,338.00 (including license, tabs, taxes and trade in value of 2004 Chevy Pickup (\$5,000.00) in addition including for \$3,660 for and extended warranty for 6 years and 60,000 miles.

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

Opposed: None.

Motion carried.

Motion by Lingbeek, second by Duroe to approve the purchase of new tires (\$1,196.00) and spray bed liner, with seal kit (\$650.00) which will be installed on the 2018 F-150.

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

Opposed: None.

Motion carried.

Motion by Tasler, second by Duroe to approve the purchase of a topper for the 2011 F-150 (which will be used as the new tree truck) estimated cost of \$2,369.46.

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

Opposed: None.

Motion carried.

Motion by Tasler, second by Lingbeek to approve the purchase of a total station survey equipment unit totaling \$40,000.00.

Roll Call: Nerem – Yes Duroe – Yes Lingbeek – Yes Tasler - Yes

Opposed: None.

Motion carried.

FEBRUARY MEETING DATES

SUPERVISOR MEETINGS

February 3 – RCRC/A Area II Meeting – Redwood Falls; February 11 – GBERBA Executive Board Meeting – WebEx; February 17 – Des Moines Advisory and Policy Board Meeting – Windom; February 17 – MASWCD Area 5 Meeting – Marshall; February 24 – SWCD Board Meeting – Office/WebEx.

SWCD EMPLOYEE MEETINGS

February 6-8 - MN Onsite Wastewater Assoc. Conference – Alexandria; February 7-11 - SSTS Training –Intro/Install – Mankato; February 9 - State TSA Managers Meeting – Teams; February 9 - Des Moines Steering Team Meeting – Windom; February 11 - GBERBA Executive Board Meeting – WebEx; February 15 - SSTS Continuing Education – Mankato; February 17 - Des Moines Advisory and Policy Board Meeting – LEC; February 17 - MASWCD Area V Meeting – Marshall; February 19 - Des Moines Valley MDHA Banquet – Windom; February 23 - GBERBA Technical Meeting – WebEx; February 24 - SWCD Board Meeting – Office/WebEx.

Motion by Duroe, second by Tasler to approve the Supervisor and Employee meetings and expenses for the month of February 2022.

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

Opposed: None.

Motion carried.

NRCS – Karen Boysen, NRCS CST Leader – Not in Attendance

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

WATERSHED TECHNICIAN – Jake Gross – Written Report

MN CONSERVATION CORP MEMBER – Position Open

PLANNING and ZONING TECHNICIAN – Alex Schultz – Written Report

ADJOURNMENT: Meeting adjourned by the Chairman at 10.46 a.m.

Next Meeting will be on THURSDAY, FEBRUARY 24, 2021 at 8:30 a.m. at the District Office (by WebEx).

District Supervisor

District Administrator