

**COTTONWOOD SOIL AND WATER CONSERVATION DISTRICT
BOARD OF SUPERVISORS
MINUTES
MARCH 24, 2022**

The Cottonwood Soil and Water Conservation District Board of Supervisors held their monthly meeting at the District Office, Windom, MN on March 24, 2022 (WebEx available). The meeting was called to order by Chairman Jeremy Nerem at 8:33 a.m.

Members Present in Office or
Media (WebEx):

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

Absent:

None

CALL TO ORDER and ROLL CALL

AGENDA: Motion by Duroe, second by Muller to approve the agenda as presented with additions.

Roll Call Vote: Nerem – Yes Duroe – Y Tasler - Y Muller – Yes

Opposed: None.

Motion carried.

MINUTES: Motion by Tasler, second by Duroe to approve the February 24, 2022 Board Meeting minutes.

Roll Call Vote: Nerem – Yes Duroe – Y Tasler - Y Muller – Yes

Opposed: None.

Motion carried.

Clark Lingbeek joined the meeting by WebEx.

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

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

Opposed: None.

Motion carried.

ACCOUNTS PAYABLE: Motion by Muller, second by Duroe to approve and pay March accounts payable totaling \$13,064.34.

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

Opposed: None.

Motion carried.

FIRST QUARTER COMPENSATION and EXPENSES

January 5 – Southwest Prairie TSA Meeting – Virtual - \$125.00; January 6 – RCRC/CA/Area II Meeting – Marshall - \$125.00; January 14 – GBERBA Policy Meeting – Virtual - \$125.00; January 27 – SWCD Board Meeting – Office/Virtual - \$125.00. February 3 – Area II/RCRC/CA Meeting – Redwood Falls - \$125.00; February 10 – MASWCD Legislative Briefing – Virtual - \$125.00; February 11 – GBERBA Executive Meeting – Virtual - \$125.00; February 17 - Area V Meeting – Marshall - \$125.00; February 24 – Cottonwood SWCD Meeting – Office - \$125.00. March 2 – Southwest Prairie TSA Meeting – Virtual - \$125.00; March 2 – Hwy 14 CLASIC – Lambertson - \$125.00; March 7 – RCRC/CA/Area II Meeting – Marshall/Virtual - \$125.00; March 9-10 – MASWCD Legislative Briefing – St. Paul - \$125.00/day; March 11 – GBERBA Policy Meeting – Virtual - \$125.00; March 17 – Des Moines Watershed 1W1P Policy Meeting – Windom - \$125.00; March 24 - SWCD Board Meeting – Office/Virtual - \$125.00.

PAGE 2
SWCD BOARD MINUTES
MARCH 24, 2022

Motion by Muller, second by Duroe to approve the First Quarter Supervisor Compensation and Expenses.
Roll Call Vote: Nerem – Yes Duroe – Y Lingbeek – Yes Tasler - Y Muller – Yes
Opposed: None.
Motion carried.

RCRCA: Lingbeek

Motion by Tasler, second by Muller to approve Resolution 22-01 to Support a Cottonwood Watershed One Watershed One Plan planning application to the Board of Water and Soil Resources.
Roll Call Vote: Nerem – Yes Duroe – Y Lingbeek – Yes Tasler - Y Muller – Yes
Opposed: None.
Motion carried.

GBERBA: Lingbeek, Bucklin and Gross

DES MOINES 1W1P: Muller and Gross
Joint Powers Entity

SOUTHWEST PRAIRIE TSA: Muller and Gross

SOUTHWEST PRAIRIE TSA VOUCHERS and FINANCIAL REPORT

Motion by Duroe, second by Muller to approve the Southwest Prairie February Monthly Financials, March vouchers and March Administrative Report.
Roll Call Vote: Nerem – Yes Duroe – Y Lingbeek – Yes Tasler - Y Muller – Yes
Opposed: None.
Motion carried.

Motion by Muller, second by Tasler to approve the purchase of a handheld VHF Airband Transceiver cost \$300.00 for use when flying drone.

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

MASWCD: Lingbeek

COTTONWOOD COUNTY COMMISSIONER: Commissioner Tom Appel

ADMINISTRATOR REPORT: Kay Gross

FY2020 LAWNS to LEGUMES DEMONSTRATION NEIGHBORHOOD GRANT (C20-8893) CONTRACT APPROVAL:

Erward/Pauline Tewes	L2L-FY20-Cottonwood-43	Great Bend 26	Pollinator Project	Cost \$500.00	C-S \$450.00
Jill Wolff	L2L-FY20-Cottonwood-44	Great Bend 26	Pollinator Project	Cost \$500.00	C-S \$450.00
Jim Schmidt	L2L-FY20-Cottonwood-45	Westbrook 30	Pollinator Project	Cost \$500.00	C-S \$450.00

Motion by Muller, second by Duroe to approve the FY2020 Lawns to Legumes Demonstration Neighborhood Grant (C20-8893) Cost-Share contract for Tewes L2L-FY20-Cottonwood-43 (\$450.00), Wolff L2L-FY20-Cottonwood-44 (\$450.00) and Schmidt L2L-FY20-Cottonwood-45 (\$450.00).

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

COUNTY BUFFER COST-SHARE CONTRACT APPROVAL

Nicholas Yokiell	CB-21-01	Delton 7	Wetland Restoration	Cost \$9,500.00	C-S \$3,125.00
------------------	----------	----------	---------------------	-----------------	----------------

Motion by Muller, second by Tasler to approve the County Buffer Cost-Share Contract for Yokeil CB-21-01 (\$3,125.00).

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

MASWCD LEGISLATIVE BRIEFING – March 9 and 10 – SWCD Aid Legislative Action
Discussion.

2022 ELECTIONS

- Nominating District I (Clark Lingbeek) and Nominating District III (Daryl Tasler) Filing May 17 – 30, 2022
- Election Process – Election At Large (What we do presently) or by Districts (Similar to Commissioners)

Motion by Duroe, second by Muller to approve the continued process of electing Supervisors At Large for Cottonwood County that emphasizes the natural resource diversity of the County. All eligible voters in the County may vote for the SWCD Supervisors.

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

COPIER

Motion by Duroe, second by Muller to approve to buy the purchase of the Gordon Flesch Company Canon iR ADV DX C3835i copier at \$8,128.10 plus \$139.80 plus overages for imageCARE Agreement billed monthly/quarterly.

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

RECORDS RETENTION SCHEDULE UPDATE

Motion by Duroe, second by Muller to approve the updated Records Retention Schedule for the Cottonwood SWCD.

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

REQUEST FOR ANNUAL/SICK LEAVE PAYOUT

Motion by Duroe, second by Muller to pay out Dave Bucklin 100 annual hours and 450 sick leave hours at his present wage of \$36.59.

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

SWCD POSITION DISCUSSION and HIRING

Discussion.

MARCH MEETING DATES
SUPERVISOR MEETINGS

April 7 – RCRC/Area II Meeting – Marshall/Hybrid; April 21 – Des Moines Policy Board Meeting – Windom; April 27 – GBERBA Executive Board Meeting – WebEx; April 28 – SWCD Board Meeting – Office/WebEx.

SWCD EMPLOYEE MEETINGS

March 28-April 1 – SSTS Basic Design Training – Alexandria; March 30-31 – State Manager’s Meeting – Baxter; April 5-7 – MCIT Managing the Human Resource Training – St. Cloud; April 8 – Summit Carbon Meeting – Redwood Falls; April 9 – Ducks Unlimited Banquet – Windom; April 13 – Des Moines Steering Team Meeting – Windom; April 21 – Des Moines Policy Board Meeting – Windom; April 27 - GBERBA Technical Meeting – WebEx; April 27 – GBERBA Executive Board Meeting – WebEx; April 28 - SWCD Board Meeting – Office/WebEx.

Motion by Tasler, second by Nerem to approve the Supervisor and Employee meetings and expenses for the month of March/April 2022.

Roll Call Vote: Nerem – Yes Duroe – Y Lingbeek – Yes Tasler - Y Muller – 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 11.30 a.m.

Next Meeting will be on THURSDAY, APRIL 28, 2021 at 8:30 a.m. at the District Office (by WebEx).

District Supervisor

District Administrator