

**COTTONWOOD SOIL AND WATER CONSERVATION DISTRICT
BOARD OF SUPERVISORS
MINUTES
APRIL 28, 2022**

The Cottonwood Soil and Water Conservation District Board of Supervisors held their monthly meeting at the District Office, Windom, MN on April 28, 2022 (WebEx available). The meeting was called to order by Chairman Jeremy Nerem at 8:36 a.m.

Members Present in Office or

Media (WebEx): Chairman, Jeremy Nerem (Office)
Vice Chairman, Cody Duroe (Office)
Secretary, Clark Lingbeek (Office)
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)
Karen Boysen, NRCS CST Leader (Office)
Jill Sackett Eberhart, BWSR Board Conservationist

Absent: None

CALL TO ORDER and ROLL CALL

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

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

Opposed: None.

Motion carried.

MINUTES: Motion by Muller, second by Lingbeek to approve the March 24, 2022 Board Meeting minutes.

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

Opposed: None.

Motion carried.

FINANCIAL REPORT: Motion by Muller, second by Lingbeek to approve the April 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 Lingbeek to approve and pay March accounts payable totaling \$31,359.10.

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

Opposed: None.

Motion carried.

RCRCA: Lingbeek

GBERBA: Lingbeek, Bucklin and Gross

DES MOINES 1W1P: Muller and Gross

Joint Powers Entity

Clark Lingbeek – Left at 9:26 a.m.

SOUTHWEST PRAIRIE TSA: Muller and Gross

SOUTHWEST PRAIRIE TSA VOUCHERS and FINANCIAL REPORT

Motion by Duroe, second by Muller to approve the Southwest Prairie March Monthly Financials, April vouchers and April Administrative Report.

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

Opposed: None.

Motion carried.

Motion by Tasler, second by Muller to approve the submission of an NACD Technical Assistance grant in partnership with New Vision Co-op and the hiring of a Conservation Agronomist position.

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

Opposed: None.

Motion carried.

MASWCD: Lingbeek

BWSR: Jill Sackett Eberhart

COTTONWOOD COUNTY COMMISSIONER: Commissioner Tom Appel

ADMINISTRATOR REPORT: Kay Gross

FY2021 State Cost-Share (P21-5279) and FY2022 State Cost-Share (P22-5676) Contract Approval

Judith Olson/David Determan 21-01 Delton 35 Grass Waterway – 1500 ft (1.6 ac) Cost \$14,178.00 FY21C-S \$8,024.27
Total Cost-Share - \$10,633.50 FY22C-S \$2,609.23

Motion by Duroe, second by Muller to approve the FY2021 State Cost-Share (P21-5279) and FY2022 State Cost-Share (P22-5676) Contract Olson/Determan 21-01 (FY2021 State C-S \$8,024.27 and FY2022 State C-S \$2,609.23).

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

Opposed: None.

Motion carried.

FY2022 State Cost-Share (P22-5676) Contract Approval

Eileen King/David Determan 22-01 Amboy 6 Grass Waterway – 322 ft (0.3 ac) Cost \$2,500.00 C-S \$1,875.00

Motion by Muller, second by Duroe to approve the FY2022 State Cost-Share (P22-5676) Contract King/Determan 22-01 (C-S \$1,875.00).

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

Opposed: None.

Motion carried.

FY2022 State Cost-Share (P22-5676) and FY2021 SWCD Local Capacity Service (P21-2696) Contract Approval

Mary Ann Meyer/David Determan 22-02 Germantown 32 Grass Waterways – 2300 ft (2.25 ac) Cost \$19,656.00
Total Cost-Share \$14,742.00 FY22-C-S \$9,606.77 FY21 Capacity \$5,135.23

Motion by Duroe, second by Muller to approve the FY2022 State Cost-Share (P22-5676) and FY2021 SWCD Local Capacity Service (P21-2696) Contract Meyer/Determan 22-02 (FY2022 State C-S \$9,606.77 and FY2021 Capacity C-S \$5,135.23).

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

Opposed: None.

Motion carried.

GBERBA FY2021 BWSR CWF – Watonwan Watershed Drinking Water Protection Grant Agreement (C21-8921)

Joyce Bucklin CWF-WWDW-21-17-03 Midway 32 Bioretention Basin Cost \$1,375.80 C-S \$1,169.43

Motion by Duroe, second by Tasler to approve the GBERBA FY2021 BWSR CWF Watonwan Watershed Drinking Water Protection Grant (C21-8921) Cost-Share contract for Bucklin CWF-WWDW-21-17-03 (\$1,169.43).

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

Opposed: None.

Motion carried.

FY2020 Lawns to Legumes Demonstration Neighborhood Grant (C20-8893) Cost-Share Contract Approval

Mary Klosterbuer L2L-FY20-Cottonwood-46 Great Bend 26 Pollinator Project Cost \$500.00 C-S \$450.00

Motion by Tasler, second by Duroe to approve the FY2020 Lawns to Legumes Demonstration Neighborhood Grant (C20-8893) Cost-Share contract for Klosterbuer L2L-FY20-Cottonwood-46 (\$450.00).

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

Opposed: None.

Motion carried.

2022 LOCAL WATER MANAGEMENT – NRBG GRANT COTTONWOOD COUNTY (P22-6296) CONTRACT and PAYMENT APPROVAL

Jay Grandprey 2022-03 Great Bend 25 Well Sealing – 1 no. Cost \$800.00 C-S \$400.00

Motion by Muller, second by Duroe to approve the 2022 Local Water Management – NRBG Grant Cottonwood County (P22-6296) contract and payment approval for Grandprey 2022-03 (\$400.00).

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

Opposed: None.

Motion carried.

2022 ELECTIONS – Nominating District I (Clark Lingbeek) and Nominating District III (Daryl Tasler) Filing May 17 – 30, 2022

MCIT – Employee Dishonesty and Faithful Performance of Duty Coverage

Motion by Tasler, second by Muller to approve to approve the additional coverage from \$5,000 to \$50,000 for Employee Dishonesty and Faithful Performance of Duty Coverage with and increase of \$156 from \$91 to \$247 (2022 premiums).

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

Opposed: None.

Motion carried.

BWSR WORK ORDER CONTRACT

Motion by Duroe, second by Tasler to approve the Work Order Contract 17-22-W001 - \$2,000.00 easement #17-01-21-01.

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

Opposed: None.

Motion carried.

PAYSCALE INFLATION ADJUSTMENT

Motion by Duroe, second by Tasler to approve the Cottonwood SWCD payscale inflation adjustment at 5% across the payscale starting April 24 – May 7, 2022 payroll.

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

Opposed: None.

Motion carried.

SWCD POSITION DISCUSSION and HIRING

Motion by Tasler, second by Duroe to approve the Program Technician Job Announcement and Description with a starting wage of \$19-68 - \$24.37 (depending on qualification) with announcement open from April 28 – May 13, 2022 at 4:30 p.m.

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

Opposed: None.

Motion carried.

WATERSHED TECHNICIAN SIXTH MONTH REVIEW

Motion by Duroe, second Nerem by to approve the sixth month review and end the probationary period for the Watershed Technician and move to permanent full-time status and move from Grade 11 Range G to Range H starting April 24, 2022.

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

Opposed: None.

Motion carried.

TRAINING REQUEST

Motion by Duroe, second by Muller to approve attendance at Administrative Session, June 28-30 in Brainerd, MN with registration at \$95, plus meals, lodging and mileage (if necessary).

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

Opposed: None.

Motion carried.

MAY MEETING DATES
SUPERVISOR MEETINGS

May 5 – RCRC/CA/Area II Meeting – Marshall; May 13 – GBERBA Policy Board Meeting – WebEx; May 19 – Des Moines Policy Board Meeting – Windom; May 26 – SWCD Board Meeting – Office/WebEx.

SWCD EMPLOYEE MEETINGS

April 28 – 29 – Tree Handout – Office; May 2 – Tree Presentation – Mountain Lake; May 2 – CMM Meeting – WebEx; May 5 – Adopt-A-Highway – Hwy 71 North; May 11 – Des Moines Steering Team Meeting – Windom; May 11-12 – Nutrient Management Training – Mankato; May 12-13 MN Association of Planning and Zoning Administrators – Baxter; May 13 – GBERBA Policy Board – WebEx/Office; May 16-19 – Conservation Corp Crew – Cottonwood County; May 19 – Des Moines Policy Board Meeting – Windom; May 22-25 – SSTS – Soils Training – Alexandria; May 23 – State TSA Manager’s Meeting – Teams; May 25 – GBERBA Technical Committee Meeting – WebEx; May – 26 – SWCD Board Meeting – Office/WebEx.

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

Roll Call Vote: Nerem – Yes Duroe – Y 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, MAY 26, 2021 at 8:30 a.m. at the District Office (by WebEx).

District Supervisor

District Administrator