

**COTTONWOOD SOIL AND WATER CONSERVATION DISTRICT
BOARD OF SUPERVISORS
MINUTES
September 22, 2022**

The Cottonwood Soil and Water Conservation District Board of Supervisors held their monthly meeting at the District Office, Windom, MN on September 22, 2022 (WebEx available). The meeting was called to order by Vice Chairman Cody Duroe at 8:35 a.m.

Members Present in Office or

Media (WebEx):

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, Senior Technician (Office)
Kari Clouse, Administrative Program Assistant (Office)
Breanna Wagner, Program Technician (Office)
Nathan Harder, Program Technician (Office)
Tom Appel, Cottonwood County Commissioner (Office)
Austin Suderman, NRCS Soil Conservationist (Office)
Kiara Tomassini, NRCS Soil Conservationist (Office)

Absent:

Chairman, Jeremy Nerem

CALL TO ORDER and ROLL CALL

Agenda: Motion by Muller, second by Lingbeek to approve the agenda as presented with additions.

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

Opposed: None.

Motion carried.

Minutes: Motion by Tasler, second by Muller to approve the August 25, 2022 Board Meeting minutes.

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

Opposed: None.

Motion carried.

Financial Report: Motion by Tasler, second by Muller to approve the September Financial Report as presented and submit for audit.

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

Opposed: None.

Motion carried.

Accounts Payable: Motion by Muller, second by Tasler to approve and pay September accounts payable totaling \$393,433.08.

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

Opposed: None.

Motion carried.

Third Quarter Compensation and Expenses: The following meetings and expenses were approved for payment: July 7 – Area II/RCRCA Meeting – Marshall - \$125.00; July 15 - GBERBA Policy Board/Technical Committee Meeting – Waseca - \$125.00; July 21 – Des Moines Policy Board Meeting – Windom - \$125.00; July 28 – SWCD Board Meeting – WebEx(Office) - \$125.00.

August 4 – Area II/RCRCA Meeting – Redwood Falls - \$125.00; August 18 – Des Moines Policy Board Meeting – Windom - \$125.00; August 19 – GBERBA Executive Board Meeting – Office - \$125.00; August 25 – SWCD Board Meeting – WebEx(Office) - \$125.00.

September 1 – RCRCA Meeting/Area II Meeting – Marshall - \$125.00; September 14 – Southwest Prairie JPO Meeting – Marshall - \$125.00; September 22 – SWCD Board Meeting – WebEx(Office) - \$125.00; September 23 – GBERBA Policy Board Meeting – WebEx(Office) - \$125.00.

Motion by Lingbeek, second by Duroe to approve the third quarter supervisor compensation and expenses.
Roll Call Vote: Duroe – Y Lingbeek – Y Tasler – Y Muller - Y
Opposed: None.
Motion carried.

RCRCA: Lingbeek
GBERBA: Lingbeek, Bucklin and Gross
Des Moines 1W1P: Muller and Gross
Cottonwood/Little Cottonwood 1W1P: Gross
Southwest Prairie TSA: Muller and Gross
Southwest Prairie TSA Vouchers and Financial Report

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

MASWCD: Lingbeek
NRCS: Austin Sudermand and Kiara Tomassini
Cottonwood County Commissioner: Commissioner Tom Appel

ADMINISTRATOR REPORT: Kay Gross
FY2022 BWSR SWCD Programs & Operations Grant (P22-5676) Cost-Share Contract Approval
Guy Dammann 22-03 Germantown 16 Grass Waterway – 738 ft/Diversion 1 no. Cost \$11,700.00 C-S \$8,775.00

Motion by Lingbeek, second by Muller to approve the FY2022 BWSR SWCD Programs & Operations Grant (P22-5676) cost-share contract approval for Dammann 22-03 (\$8,775.00).
Roll Call Vote: Duroe – Y Lingbeek – Y Tasler – Y Muller - Y
Opposed: None.
Motion carried.

(UPDATE) GBERBA - FY2021 BWSR WBIF-Watonwan Watershed Implementation Grant (C21-2483) Cost-Share Contract Approval
Dustin Harrold WBIF-WW-21-17-04 Lakeside 36 Grass Waterway – 830 ft. Cost \$7,600.00 C-S \$6,460.00

Motion by Muller, second by Lingbeek to approve the GBERBA FY2021 BWSR WBIF-Watonwan Implementation Grant (C21-2483) cost-share contract for Harrold WBIF-WW-21-17-04 (\$6,460.00).
Roll Call Vote: Duroe – Y Lingbeek – Y Tasler – Y Muller - Y
Opposed: None.
Motion carried.

FY2020 Lawns to Legumes Demonstration Neighborhood Grant (C20-8893) Cost-Share Contract Final Payment
Karen Boysen L2L-FY20-Cottonwood-35 West Heron Lake Pollinator Project Cost \$535.15 C-S \$450.00
Karen Skarphol L2L-FY20-Cottonwood-40 Great Bend 24 Pollinator Project Cost \$278.30 C-S \$250.47

Motion by Muller, second by Lingbeek to approve the FY2020 Lawns to Legumes Demonstration Neighborhood Grant (C20-8893) Cost-Share contract final payments for Boysen L2L-FY20-Cottonwood-35 (\$450.00) and Skarphol L2L-FY20-Cottonwood-40 (\$250.47).
Roll Call Vote: Duroe – Y Lingbeek – Y Tasler – Y Muller - Y
Opposed: None.
Motion carried

FY2022 BWSR SWCD Programs & Operations Grant (P22-5676) Cost-Share Contract Partial Payment
Mary Ann Meyer 22-01 Germantown 32 Grass Waterway Cost \$12,645.49 C-S \$9,349.12

Motion by Lingbeek, second by Muller to approve the FY2022 BWSR SWCD Programs & Operations Grant (P22-5676) Cost-Share Contract partial payment for Meyer 22-01 Grass Waterway (\$9,349.12).
Roll Call Vote: Duroe – Y Lingbeek – Y Tasler – Y Muller - Y
Opposed: None.
Motion carried

County Buffer Cost-Share Cost-Share Contract Payment Approval

D & D Ranch CB-22-01 Germantown 32 Reseeding Grass Waterway C-S \$1,286.14

Motion by Lingbeek, second by Muller to approve the County Buffer Contract payment approval for D&D Ranch (\$1,286.14).

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

Opposed: None.

Motion carried

FY2022 Local Water Management – NRBG Grant (P22-6296) Well Sealing Contract and Payment

Jack Elness 2022-05 Lakeside 32 Well Decommissioning (2) Cost \$2,500.00 C-S \$1,050.00

Motion by Muller, second by Tasler to approve the FY2022 Local Water Management – NRBG Grant (P22-6296) Well Sealing Contract and Payment for Elness 2022-05 Well Sealing (\$1,050.00).

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

Opposed: None.

Motion carried

Tree Program Pricing Update 2023

Motion by Lingbeek, second by Tasler to approve the increase in planting and tree rental rates for in county and out of county.

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

Opposed: None.

Motion carried

2023 Budget

Motion by Muller, second by Duroe to approve the 2023 Cottonwood SWCD Budget.

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

Opposed: None.

Motion carried

Staff Request

Motion by Tasler, second by Muller to approve the reduced time for MAWQCP Specialist Herman Bartsch to move to 60% (.6) time starting January 1, 2023. This will mean no health insurance benefits. Prorated sick and annual leave and PERA will be continued.

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

Opposed: None.

Motion carried

Meeting Date Change

Motion by Lingbeek, second by Muller to approve the October Meeting date change to Thursday, October 20 starting at 8:30 a.m.

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

Opposed: None.

Motion carried.

Office Furniture

Motion by Muller, second by Tasler to approve the purchase of twelve chairs at \$548/each from Dan's Office Supply.

Roll Call Vote: Duroe – Y Lingbeek – Y Tasler - Y

Opposed: None.

Motion carried.

FY2023 BWSR Clean Water Fund SWCD Capacity Program & Buffer Law Implementation Program Grant Agreement (P23-2457 and P23-2547) Approval

Motion by Lingbeek, second by Duroe to approve the FY23 BWSR Clean Water Fund SWCD Capacity Program & Buffer Law Implementation Program Grant Agreement (P23-2457 and P23-2547) totaling \$ \$154,709 (Capacity \$129,209 Buffer \$25,500).

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

Opposed: None.

Motion carried.

**SEPTEMBER MEETING DATES
SUPERVISOR MEETINGS**

September 23 - GBERBA Policy Meeting – Windom; October 6 - RCRCA/Area II Meetings – Redwood Falls; October 7 – Des Moines 1W1P Public Hearing and Meeting; October 14 – GBERBA Executive Board Meeting – Windom/WebEx; September 22 - SWCD Board Meeting – Office/WebEx.

SWCD EMPLOYEE MEETINGS

September 23 - GBERBA Policy Meeting – WebEx; September 24 - Pheasants Forever Banquet – Windom; September 26 – TSA State Managers Meeting – WebEx; September 28 - GBERBA Technical Meeting – Windom/WebEx; September 28 – Wetland Restoration Training – Worthington; September 29 – Planning Commission Meeting – Windom; October 7 – Des Moines 1W1P Public Hearing and Meeting; October 11 – Mt. Lake Tree Commission – Mt. Lake; October 12 – Des Moines Steering Team Meeting – Windom; October 12-14 – MPZA Training – Grand Rapids; October 14 – GBERBA Executive Board Meeting – Windom/WebEx; October 19 – GBERBA Technical Committee Meeting – Windom/WebEx; October 19 – FEMA Meeting – WebEx; October 20 – SWCD Board Meeting – Office; October 24-27 – BWSR Academy – Brainerd.

Motion by Lingbeek, second by Muller to approve the Supervisor and Employee meetings and expenses for the month of September/October 2022.

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

Opposed: None.

Motion carried.

- SENIOR TECHNICIAN – Dave Bucklin – Written Report**
- FARM BILL/PROGRAM TECHNICIAN – Becky Buchholz – Written Report**
- PROGRAM TECHNICIAN – Breanna Wagner – Written Report**
- PROGRAM TECHNICIAN – Nathan Harder – Written Report**
- AREA 6 CERTIFICATION SPECIALIST – Herman Bartsch – Written Report**
- AREA 5 CERTIFICATION SPECIALIST – Danielle Evers – Written Report**
- MN CONSERVATION CORP MEMBER – Position Open**
- PLANNING and ZONING TECHNICIAN – Alex Schultz – Written Report**

ADJOURNMENT: Meeting adjourned by the Vice Chairman at 11:00 a.m.

Next Meeting will be on THURSDAY, October 20, 2022 at 8:30 a.m. at the District Office (by WebEx).

District Supervisor

District Administrator