

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

The Cottonwood Soil and Water Conservation District Board of Supervisors held their monthly meeting at the District Office, Windom, MN on November 22, 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, 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)

Absent:

None

CALL TO ORDER and ROLL CALL

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

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

Opposed: None.

Motion carried.

Minutes: Motion by Lingbeek, second by Duroe to approve the October 20, 2022 Board Meeting minutes.

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

Opposed: None.

Motion carried.

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

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

Opposed: None.

Motion carried.

Accounts Payable: Motion by Tasler, second by Lingbeek to approve and pay October accounts payable totaling \$50,211.17.

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

Opposed: None.

Motion carried.

2021 Audit: Motion by Duroe, second by Muller to approve and pay 2021 Cottonwood SWCD Audit as completed by Peterson and Company LLC.

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

Opposed: None.

Motion carried.

RCRCA: Lingbeek

GBERBA: Lingbeek, Bucklin and Gross (CUMMULATIVE REPORT, BROCHURE)

Des Moines 1W1P: Muller, Tasler and Gross

Cottonwood/Little Cottonwood 1W1P: Gross (Meeting November 30 1-3 Lamberton)

Orientation Meeting Supervisors and Commissioners will be on November 30

Southwest Prairie TSA: Muller and Gross

Southwest Prairie TSA Vouchers and Financial Report

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

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

Opposed: None.

Motion carried.

Motion by Muller, second by Tasler to approve the replacement of the ATV track system totaling \$5,053.00.

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

Opposed: None.

Motion carried.

Area V Meeting: Lingbeek

MASWCD: Lingbeek

NRCS: None

Cottonwood County Commissioner: Commissioner Tom Appel

ADMINISTRATOR REPORT: Kay Gross

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

| | | | | |
|------------------|------------------------|-----------------|--------------------|----------------------------|
| Julie Place | L2L-FY20-Cottonwood-33 | W. Heron Lake 8 | Pollinator Project | Cost \$308.38 C-S \$228.38 |
| Kristi Hedman | L2L-FY20-Cottonwood-36 | Great Bend 24 | Pollinator Project | Cost \$233.45 C-S \$210.11 |
| Mary Klosterbuer | L2L-FY20-Cottonwood-46 | Great Bend 26 | Pollinator Project | Cost \$684.36 C-S \$450.00 |
| Rebekah Simon | L2L-FY20-Cottonwood-47 | Midway 33 | Pollinator Project | Cost \$381.25 C-S \$343.11 |

Motion by Lingbeek, second by Tasler to approve the FY2020 Lawns to Legumes Demonstration Neighborhood Grant (C20-8893) Cost-Share contract final payments for Julie Place L2L-FY20-Cottonwood-33 (\$228.38); Kristi Hedman L2L-FY20-Cottonwood-36 (\$210.11); Mary Klosterbuer L2L-FY20-Cottonwood-46 (\$450.00); Rebekah Simon L2L-FY20-Cottonwood-47 (\$343.11).

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

Opposed: None.

Motion carried

GBERBA Cost-Share Contract Final Payment - FY2021 BWSR WBIF-Watonwan Watershed Implementation Grant Agreement (C21-2483)

Mitch Klingsporn 17-02(WBIF-WW-21) Carson 36 Cover Crops 120 ac. 3-Yr Flat Rate Cost \$15,120.00 C-S \$15,120.00

Motion by Duroe, second by Muller to approve the GBERBA Cost-Share contract final payment FY2021 BWSR WBIF-Watonwan Watershed Implementation Grant Agreement (C21-2483) for Mitch Klingsporn 17-02(WBIF-WW-21) Cover Crops (\$15,120.00).

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

Opposed: None.

Motion carried.

County Buffer Cost-Share Contract Final Payment

Nicholas Yokiell CB-21-01 Delton 7 Wetland Restoration Cost \$11,400.00 C-S \$3,125.00

Motion by Tasler, second by Muller to approve the County Buffer Cost-Share Contract Final Payment for Nicholas Yokiell CB-21-01 wetland restoration \$3,125.00.

Roll Call Vote: Nerem – Y 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

Doug Saville 2022-07 Amo 27 Well Decommissioning (1) Cost \$1,050.00 C-S \$525.00

Motion by Lingbeek, second by Duroe to approve the FY2022 Local Water Management – NRBG Grant (P22-6296) Well Sealing Contract and Payment for Saville 2022-07 Well Sealing (\$525.00).

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

Opposed: None.

Motion carried

Job Approval Authority Matrix

Motion by Lingbeek, second by Tasler to approve the Job Approval Authority Matrix for Becky Buchholz, District Farm Bill/Program Technician.

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

Opposed: None.

Motion carried

Job Approval Authority Matrix

Motion by Duroe, second by Tasler to approve the Job Approval Authority Matrix for Dawn Madison, Soil Health/Training TSA Contract Position.

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

Opposed: None.

Motion carried

Meeting Date Change

Motion by Lingbeek, second by Duroe to approve the December Meeting date change to Tuesday, December 20 starting at 8:30 a.m.

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

Opposed: None.

Motion carried.

NOVEMBER/DECEMBER MEETING DATES

SUPERVISOR MEETINGS

November 30 – Soil Health Talk – County; December 1 - RCRCA/Area II – Redwood Falls; December 8 – Staff Reviews – Office; December 11 – 14 – Training and MASWCD State Convention - Bloomington; December 15 – Des Moines Policy Committee Meeting – Windom; December 16 - GBERBA Executive Board Meeting – Office/WebEx; December 20 - SWCD Board Meeting – Office/WebEx.

SWCD EMPLOYEE MEETINGS

November 30 – Soil Health Talk – County; December 1 – Dairy Tour – Nobles County; December 8 – Staff Reviews – Office; December 11 – 14 – Training and MASWCD State Convention - Bloomington; December 15 – Des Moines Policy Committee Meeting – Windom; December 15-16 – Soil Health Summit – Waite Park; December 16 – GBERBA Technical Committee Meeting – WebEx; December 16 - GBERBA Executive Board Meeting – Office/WebEx; December 20 - SWCD Board Meeting – Office/WebEx.

Motion by Duroe, second by Muller to approve the Supervisor and Employee meetings and expenses for the month of November/December 2022.

Roll Call Vote: Nerem – Y 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 Chairman at 11:10 a.m.

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

District Supervisor

District Administrator