

**COTTONWOOD SOIL AND WATER CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING**

December 20, 2022

Cottonwood SWCD Office – 210 10th Street, Windom, MN

CALL TO ORDER and ROLL CALL (all motions will be by Roll Call Vote)

AGENDA – Approval

MINUTES of November 22, 2022 Board Meeting

1. FINANCIAL – Kari Clouse

- Financial Report
- Accounts Payable
- Fourth Quarter Compensation and Expenses
- MN Campaign Finance and Public Disclosure – Re-certification
- Year End Payroll and Payables
- Interest Rates for CDs – Bank Midwest

2. COMMITTEE REPORTS and ACTION ITEMS

RCRCA – Clark Lingbeek

GBERBA – Clark Lingbeek

- Discussion on 2023 Contract – Combined Coordinators – Administrative-Technical-Financial
- MAWQCP Certification Specialist Contracts – Ends December 31, 2023

1W1P DES MOINES – Dave Bucklin, Kay Gross

1W1P COTTONWOOD/LITTLE COTTONWOOD – Kay Gross •Authorize Memorandum of Agreement

SOUTHWEST PRAIRIE JPO – Tom Muller

- Southwest Prairie TSA Vouchers, Financial and Administrative Report
- Audit Review by Shelly Lewis & Kim Eisfield
- All Contracts with TSA are Continued Until Terminated
- TSA Meeting/Reviews - January 18, Marshall, MN
- Purchase of Track System (\$5,052.95), Side-by-Side (\$28,599.00) and 2-Trimble R12i (\$52,108.60) Total \$85,760.55

AREA V – Clark Lingbeek

MASWCD – Clark Lingbeek

NRCS - DISTRICT CONSERVATIONIST – CST LEADER – Karen Boysen

COMMISSIONER REPORT – Tom Appel

- Monthly Update

THE HONORABLE REPRESENTATIVE ELECT – Marj Fogelman

3. ADMINISTRATIVE – Kay Gross

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

Carol Hartman L2L-FY20-Cottonwood-20 Great Bend 25 Pollinator Project Cost \$38.41 C-S \$34.57

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

Joyce Bucklin 17-03(CWF-WWDW-21) Midway 32 Bioretention Basin – 1 no. Cost \$1,531.91 C-S \$1,169.43

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

Alex Sykora 2022-08 Dale 14 Well Decommissioning – 1 no. Cost \$800.00 C-S \$400.00

Damien Miller 2022-09 Amo 33 Well Decommissioning – 1 no. Cost \$1,000.00 C-S \$500.00

Jacob Miller 2022-10 Amo 16 Well Decommissioning - 2. No. Cost \$2,000.00 C-S \$1,000.00

•Recommendations from Personnel Committee

•Parental Leave Request

•Soil Health Grant Cost-Share Policy (P23-2678)

•Training Requests – SSTS Training – Breanna Wagner and Nathan Harder – Total Registration - \$2,125/staff

Intro to Onsite Systems – Waite Park – January 9 – 11 - \$440.00, plus lodging and meals

Installing Onsite Systems – Waite Park – January 12 – 13 - \$355.00, plus lodging and meals

Basic Design of Onsite Systems – Alexandria – February 27 – March 3 - \$570.00, plus lodging and meals

Soils – Alexandria – May 15-17 - \$380.00, plus lodging and meals (Breanna)

Inspecting Onsite Systems – Alexandria – June 21 -23 - \$380.00, plus lodging and meals (Breanna)

Soils – Mankato – September 18 – 20 - \$380.00, plus lodging and meals (Nathan)

Inspecting Onsite Systems – Alexandria – October 9 – 11 - \$380.00, lodging and meals (Nathan)

•Adopt a Highway – Renew Contract – 2023 and 2024

•Meetings

January	5	RCRCA/Area II Meetings – Marshall	Clark
January	9-13	SSTS Intro-Install Training – Waite Park, meals/lodging	Breanna, Nathan
January	11	Des Moines Steering Team Meeting – Windom	Kay, Dave
January	13	GBERBA Policy Board Meeting – Mankato	Clark, Tom A. & Staff
January	18	SW Prairie TSA – Personnel Reviews/Meeting–Marshall	Tom, Kay
January	19	Des Moines Policy Board Meeting – Windom	Tom, Tom A. & Staff
January	25	GBERBA Technical Meeting – WebEx	Kay, Dave, Breanna, Nathan
January	26	SWCD Board Meeting – Office/WebEx	Supervisors, Staff, Tom A

(OVER)

4. **TECHNICIAN – Dave Bucklin** – Written Report
5. **FARM BILL ASSISTANT/PROGRAM TECHNICIAN – Becky Buchholz** – Written Report
6. **PROGRAM TECHNICIAN – Breanna Wagner** – Written Report
7. **PROGRAM TECHNICIAN – Nathan Harder** – Written Report
8. **AREA 6 CERTIFICATION SPECIALIST – Herman Bartsch** – Written Report
9. **AREA 5 CERTIFICATION SPECIALIST – Danielle Evers** – Written Report
10. **MN CONSERVATION CORP – MAWQCP INTERN** – Open
11. **PLANNING and ZONING TECHNICIAN – Alex Schultz** – Written Report

Next Regular Meeting – Thursday, January 26 – 8:30 a.m. – Cottonwood SWCD Office