COTTONWOOD SOIL AND WATER CONSERVATION DISTRICT
BOARD OF SUPERVISORS
MINUTES
September 22, 2025

The Cottonwood Soil and Water Conservation District Board of Supervisors held their monthly meeting at the District Office, Windom, MN on September 22, 2025 (WebEx available). The meeting was called to order by Chair Daryl Tasler at 8:35 a.m.

Members Present in Office or Media (WebEx):	Chairman, Daryl Tasler (Office) Vice Chairman, Tom Muller (Office) PR&I, Clark Lingbeek (Office)
Absent:	Treasurer, Cody Duroe Secretary, Jeremy Nerem
Others Present:	District Administrator, Kay Gross District Senior Technician, Becky Buchholz Southwest Prairie TSA – Dawn Madison District Administrative Assistant, Annitra Moody

CALL TO ORDER and ROLL CALL
Agenda: Motion by Muller, second by Lingbeek to approve the agenda with the addition of Nick Muller project payment.
Roll Call Vote: Tasler – Y Muller - Y Lingbeek - Y
Opposed: None.
Motion carried.

Minutes: Motion by Muller, second by Lingbeek to approve the August 28, 2025 Board Meeting minutes.
Roll Call Vote: Tasler – Y Muller - Y Lingbeek - Y
Opposed: None.
Motion carried.

Financial Report: Motion by Muller, second by Lingbeek to approve the September Financial Report as presented and submit for audit.
Roll Call Vote: Tasler – Y Muller – Y Lingbeek - Y
Opposed: None.
Motion carried.

Accounts Payable: Motion by Lingbeek, second by Tasler to approve and pay September accounts payable totaling $10,162.83.
Roll Call Vote: Tasler – Y Muller – Y Lingbeek - Y
Opposed: None.
Motion carried.

Management Representation Letter
Motion by Muller, second by Lingbeek to approve the signing of the Management Representation letter for Peterson Company and 2024 audit.
Roll Call Vote: Tasler – Y Muller - Y Lingbeek - Y
Opposed: None.
Motion carried.

Third Quarter Compensation and Expenses: The following meetings and expenses were approved for payment: July 3 - Area II/RCRCA Meeting – Marshall - $125.00: July 11 - GBERBA Policy Board/Technical Committee Meeting – Fairmont - $125.00; July 16 – Soil Health Field Day – Comfrey - $125.00; July 17 - Des Moines Policy Board Meeting – Windom - $125.00; July 24 - SWCD Board Meeting/Tour – Office/WebEx - $125.00.

August 7 - Area II/RCRCA Meeting – Redwood Falls - $125.00; August 15 - GBERBA Executive Meeting – Office/WebEx - $125.00; August 19 – Field School – Cottonwood County - $125.00: August 20 - Cottonwood/Little Cottonwood Policy 1W1P – Springfield - $125.00; August 21 - Des Moines Executive Board Meeting – Windom/WebEx - $125.00;
August 28 - SWCD Board Meeting – Office/WebEx - $125.00;

September 4 - RCRCA Meeting/Area II Meeting – Marshall - $125.00; September 8 - Southwest Prairie JPO Meeting – Marshall - $125.00; September 18 - Area 5 SWMASWCD Meeting – Marshall - $125.00; September 19 - Des Moines Policy Meeting – Windom - $125.00; September 19 - GBERBA Policy Board Meeting – Office/WebEx - $125.00; September 22 - SWCD Board Meeting – Office/WebEx - $125.00.

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

RCRCA (Cottonwood 1W1P): Lingbeek
GBERBA: Lingbeek and Gross
1W1P Des Moines: Muller, Tasler and Gross
1W1P Blue Earth: Gross
Southwest Prairie TSA: Muller and Gross
Southwest Prairie TSA Vouchers and Financial Report
Motion by Lingbeek, second by Muller to approve the Southwest Prairie September Administrative Report and August Financials and September vouchers.
Roll Call Vote: Tasler – Y Muller - Y Lingbeek - Y
Opposed: None.
Motion carried.

Request for Extension – 2024 Enhanced Shared Technical Services - $242,500
Motion by Tasler, second by Lingbeek to Request for Extension – 2024 Enhanced Shared Technical Services - $242,500 from our BWSR Board Conservationist with new ending date of December 31, 2026.
Roll Call Vote: Tasler – Y Muller – Y Lingbeek - Y
Opposed: None.
Motion carried.

FY2026 BWSR Non-Point Engineering and Enhanced Technical Assistance Grant Agreement - $370,000
Motion by Muller, second by Lingbeek to approve the signing of the FY2026 BWSR Non-Point Engineering and Enhanced Technical Assistance Grant Agreement - $370,000 ending December 31, 2028.
Roll Call Vote: Tasler – Y Muller – Y Lingbeek - Y
Opposed: None.
Motion carried.

Area V MASWCD: Lingbeek, Gross – Next Meeting – February 19, 9:30 a.m. virtual
MASWCD: Lingbeek, Gross
Monthly Meeting 0
Resolutions and Ballots – Due November 1

NRCS: Karen Boysen, Acting CST – Cottonwood – Jackson – Martin – Watonwan – Not in Attendance
FSA: Rhonda Crowell, County Executive Director – Not in Attendance
Cottonwood County Commissioner: Commissioner Tom Appel - Report

ADMINITRATOR REPORT: Kay Gross
BWSR Cost-Share Contract Approval - WBIF FY25-27 – Cottonwood-Middle Minnesota Watershed Implementation Grant Agreement (C25-0341)
Erin Asche & Sharon Grams 25-CWMM-COT-006 Westbrook 23 SSTS – 1 no. Incentive $5,000.00

Motion by Muller, second Lingbeek by to approve BWSR Cost-Share Contract - WBIF FY25-27 – Cottonwood-Middle Minnesota Watershed Implementation Grant Agreement (C25-0341) for Asche/Grams (25-CWMM-COT-006) SSTS ($5,000.00).
Roll Call Vote: Tasler – Y Muller - Y Lingbeek - Y
Opposed: None.
Motion carried.

BWSR Cost-Share Contract Final Payment - WBIF FY25-27 - Des Moines River Watershed Implementation Grant Agreement (C25-0177)

Bruce Axford	25-DMRW-COT-006	Lakeside 18	SSTS – 1 no.	Incentive $5,000.00
Nick Muller	25-DMRW-COT-009	Dale 23	SSTS – 1 no.	Incentive $5,000.00

Motion by Muller, second by Lingbeek to approve BWSR Cost-Share Contract final payment - WBIF FY25-27 - Des Moines River Watershed Implementation Grant Agreement (C25-0177) for Axford (25-DMRW-COT-06) SSTS ($5,000.00) and Muller (25-DMRW-COT-009) SSTS ($5,000.00).
Roll Call Vote: Tasler – Y Muller - Y Lingbeek - Y
Opposed: None.
Motion carried.

GBERBA Cost-Share Contract Final Payment - FY2024 (2.0) BWSR WBIF-Watonwan Watershed Implementation Grant Agreement (C24-0092)

Wayne Klassen	17-14(WBIF-WW-24)	Mountain Lake 21	SSTS – 1 no.	Incentive $5,000.00

Motion by Muller, second by Lingbeek to approve GBERBA Cost-Share Contract final payment - FY2024 (2.0) BWSR WBIF-Watonwan Watershed Implementation Grant Agreement (C24-0092) for Klassen (WBIF-WW-24-17-14) SSTS ($5,000.00).
Roll Call Vote: Tasler – Y Muller - Y Lingbeek - Y
Opposed: None.
Motion carried.

BWSR Cost-Share Contract Final Payment - WBIF FY25-27 – Cottonwood-Middle Minnesota Watershed Implementation Grant Agreement (C25-0341)

Kyle Asp	25-CWMM-COT-001	Storden 17	SSTS Incentive	Incentive $5,000.00

Motion by Lingbeek, second Muller by to approve BWSR Cost-Share Contract final payment - WBIF FY25-27 – Cottonwood-Middle Minnesota Watershed Implementation Grant Agreement (C25-0341) for Asp (25-CWMM-COT-001) SSTS ($5,000.00).
Roll Call Vote: Tasler – Y Muller - Y Lingbeek - Y
Opposed: None.
Motion carried.

Talcot Lake Project - Update
Waiting for Notice from Lessard-Sams Outdoor Heritage Council.

String Lake Project - Update
Becky and Dylan are working on Easement – both the legal side and on the ground
Permitting will be started in the coming months – Drainage Authority
Support Letter from Cottonwood SWCD – Motion to Approve
Grant Application Finalized and Submitted
Match Donations - Ray Elston – ($15,000)
Deer Hunters - $5,000 plus requesting an additional $5,000 from State MDHA Office
Cottonwood Game & Fish Protective League $10,000

Training – BWSR Academy – October 20-23 – Cragun's - Registration - $255/person plus lodging and meals.
Motion by Muller, second by Lingbeek to approve BWSR Academy for all staff – October 20-23 – Cragun's - Registration - $255/person plus lodging and meals.
Roll Call Vote: Tasler – Y Muller - Y Lingbeek - Y
Opposed: None.
Motion carried.

September/October Meeting Dates
Supervisor Meetings
September 22 - SWCD Board Meeting – Office/Virtual; October 2 - Area II/RCRCA – Redwood Falls; October 16 - Des Moines Policy Board – Windom/Virtual; October 17 - GBERBA Executive Board – Office/Virtual; October 27 - SWCD Board Meeting – Office/Virtual.

SWCD Employee Meetings
September 22-24 - Environmental Fair – Marshall; September 22 - SWCD Board Meeting – Office/Virtual; September 23-24 - Manager's Co-Hort – St Paul; September 24-25 - Manager's State Meeting – St Cloud; October 6 - MASWCD Resolution Review – Managers – Virtual; October 7 - MASWCD Awards Meeting – Virtual; October 8 - Des Moines Tech Meeting – Office/Virtual; October 8-10 - MN Planning/Zoning Conference – Alexandria; October 16 - Des Moines Policy Board – Windom/Virtual; October 17 - GBERBA Executive Board – Office/Virtual; October 20-21 - BWSR Academy – Brainerd; October 27 - SWCD Board Meeting – Office/Virtual; October 29 - GBERBA Technical Committee Meeting – Office/Virtual.

Motion by Muller, second by Lingbeek to approve the Supervisor and Employee meetings and expenses for the month of September/October.
Roll Call Vote: Tasler – Y Muller - Y Lingbeek - Y
Opposed: None.
Motion carried.

SENIOR 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 – MAWQCP INTERN – Adriene Matthews – Written Report
PLANNING and ZONING TECHNICIAN – Alex Schultz – Written Report
COTTONWOOD COUNTY DRAINAGE INSPECTOR – Dylan Oeltjenbruns – Written Report

ADJOURNMENT: Meeting adjourned by the Chair Daryl Tasler at 10:47 a.m.

Next Meeting will be on <u>MONDAY, OCTOBER 27 at 8:30 a.m.</u> at the District Office.

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District Supervisor **District Administrator**