



629 NORTH 11<sup>TH</sup> STREET  
COURTHOUSE SUITE 7  
MONTEVIDEO, MN 56265

PHONE: 320-269-2696

**Chippewa Soil and Water Conservation District  
Regular Board Meeting  
June 3, 2024**

Minutes of the Chippewa Soil and Water Conservation District, Courthouse, Suite 7, Montevideo, MN 56265.

1. Meeting was called to order by Board Chair Calin Eisenlohr at 3:00 p.m.
  1. Members present: Michelle Overholser, Steve Jacobson, Calin Eisenlohr, Aaron Ahrenholz, Jerry Schwitters
  2. Other present: SWCD Staff- Zach Bothun, Desirae Jarett
2. M/S/P Overholser, Ahrenholz approve the agenda with additions and deletions. All in favor.
3. M/S/P Schwitters, Jacobson approve the May meeting minutes. All in favor.
4. Bills were presented for ratification and payment.
5. **Action Items:**
  1. Zach Bothun presented the Request for Interest for the Soil Health Delivery Grant. Chippewa SWCD is eligible to apply for up to \$80,000 to provide financial and technical support to produce soil health practices that achieve water quality, soil productivity, climate change resiliency, or carbon sequestration benefits or reduce pesticide and fertilizer use. This grant is to enhance the adoption of cover crops and other soil health practices in Chippewa County. This is a 50/40/10 grant where 50% of the grant will be paid after work plan approval and execution of the grant agreement, 40% of the grant will be paid once the grantee has provided BWSR with notification that 50% of the grant funds have been expended and grant reconciliation (if required), the final 10% will be paid after the grant project is finished, all final reporting requirements are met, and the grantee has provided BWSR with a documentation of final expenditures.
    - M/S/P Schwitters, Jacobson approve to submit a Soil Health Delivery Grant Request for Interest. All in favor.
  2. Desirae Jarett presented the 2025 Proposed Budget. With the large change in funding sources and grant opportunities the budget was prepared with the best knowledge as of present. It may need to be revisited later as grants are/aren't awarded.
    - M/S/P Jacobson, Ahrenholz approve budget as presented. All in favor.
  3. Zach Bothun and Desirae Jarett proposed a change to the holiday schedule. District staff requests the Juneteenth holiday be a floating holiday to allow more flexibility for staff during their busy season as well as to have the option to close the office on July 3 or 5, should July 4 fall on a Tuesday or Thursday.
    - M/S/P Overholser, Schwitters approve the change in the holiday schedule and for staff to update the personnel policy to reflect the change. All in favor.
6. **Discussion Items:**
  1. Zach Bothun discussed updates on Cost Share Contracts 2024-6 & CMRWP-18.
7. **Staff Reports**
8. District Manager: Monthly activities and updates reported include but are not limited to: District Manager and District Technician have been busy with field work. Trees should be finishing up this week and seeding is starting. On rain days, district manager has been busy with contract folder management, tree and seed plans & orders, wetland mitigation, drainage requests, CRWA subcommittee meetings, billing, leadership training tasks, and other general office tasks and staff correspondence.
9. Important upcoming dates for election filing period, WCMASWCD Area II meeting, and Governance 101 were discussed.
10. Adjourn.

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1. M/S/P Jacobson, Schwitters approve adjournment of meeting. All in favor.

NEXT MEETING: July 1, 2024—Commissioner's Room, Courthouse 3:00 P.M.  
\*\*\*PLEASE LET OFFICE STAFF KNOW A.S.A.P. IF YOU WILL NOT MAKE IT TO THE MEETING\*\*\*