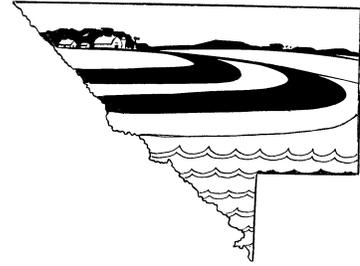


CHIPPEWA SOIL AND WATER CONSERVATION DISTRICT

629 NORTH 11TH STREET
COURTHOUSE
MONTEVIDEO, MINNESOTA 56265

Telephone 320-269-2139



Chippewa Soil and Water Conservation District Regular Board Meeting November 4, 2019

Minutes of the Chippewa Soil and Water Conservation District, Courthouse, NRCS/SWCD office, Montevideo, MN 56265.

1. Meeting was **called to order** by Vice Chairman Calin Eisenlohr at 3 p.m.
 - Members **present**: Michelle Overholser, Calin Eisenlohr, Jeff Johnson, Steve Jacobson
 - Others **present**: SWCD staff: Zach Bothun, Desirae Jarett, Tom Sletta Tom Warner; NRCS staff: Mike Timmerman; Commissioner: Matt Gilbertson
2. M/S/P Jacobson, Johnson approve the agenda/with additions.
3. M/S/P Overholser, Jacobson approve the October minutes.
4. The Treasurer gave the **Treasurer's report** and the supervisors placed it on file subject to audit and authorized payment of the bills as presented.
5. **NRCS Report**-given by Mike Timmerman:
 - NRCS monthly activities and updates reported include but are not limited to: CSP 10% audit on contracts; 1026s slowed down; protracts is back on line after end of FY so working on payments for CSP/EQIP; working through CC EQIP seed tags and certification; meeting with consultants and CSP records for payments; working through loss of land, checking acres for CSP payments; FSA COTS traveling with Liz; new employee in Benson; working through roll over EQIP apps for updated rates in practices schedules, meeting with applicants.
6. **Old Business**:
 - Job descriptions discussion was continued from October meeting.
 - M/S/P Overholser, Johnson approve job title and description changes as presented.
 - 2020/2021 Wages were discussed. Personnel committee presented their suggestion of 3% +\$.30 for Technical Manager; 3% + \$.15 for District Technician, 3% + \$.15 for Office and Financial Coordinator; and no wage increase for District Manager with raises effective 1/1/20; no raises for 2021. Discussion was had.
 - M/S/P Overholser, Johnson approve personnel committee as presented with the addition of a review of wages at the end of 2020 to decide on a COLA increase for 2021.
 - Board/staff workshop was discussed. Workshop will be planned for mid-January and information will be sent out. Staff will look for a facilitator/moderator.
7. **New Business**
 - Membership to the NACD was discussed.
 - M/S/P Overholser, Johnson approve membership at the gold level of \$775.
 - DRAP 14-3 stream channel stabilization voucher for payment was presented.
 - M/S/P Overholser, Jacobson approve payment of \$49,869.65 to Halvorson Management.
 - Tom Sletta presented buffer cost share vouchers as follows:

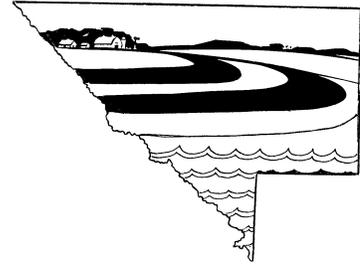
Jeff Brouwer	18-89BL buffer cost share	\$3690
Troy Groothuis	18-56BL buffer cost share	\$450

- M/S/P Overholser, Johnson approve the buffer cost share vouchers as discussed

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- Desirae noted the outstanding tree bills.
- Desirae reported on the grant balances from quarter 3.
- December meeting was discussed. Will be planned for either December 12 or 19 with information to be sent out.
- Desirae noted that the website will soon be unsupported by Vivid Image, thus needing the website to be rebuilt. Different website options were discussed. Desirae will obtain a quote from Vivid Image on the cost to rebuild.
- Desirae requested final attendance numbers for MASWCD Annual Convention.
- Zach presented the JPA for Chippewa River Watershed Association. Board discussed and decided to table the matter upon review of the JPA by the county attorney and other counties involved.

Zach's Report:

- Monthly activities and updates reported include but are not limited to: seeding plans with landowners, dealing with wet sites; Hawk Creek 1WIP meetings, minutes, and agendas, team correspondence, etc. Planning the first advisory committee meeting to be held here in Monte on November 20; local capacity/buffer grant work plans created for 2020 and adjusted other work plans in elink. Shifted funds for projects and technical assistance dollars in order to spend grants funds on time; buffer committee meeting with Josh; attended the CRWP Board meeting to discuss JPA amongst the counties and SWCD's in the watershed; tree building clean out, re-organize, mouse proofed, etc. and finished equipment maintenance for fall seeding; seeded 1 pollinator plot for a landowner west of town; and attended BWSR Academy.

Tom S.'s Report:

- Monthly activities and updates reported include but are not limited to: work on CREP; buffer site checks; buffer vouchers; read observation wells; buffer enforcement meeting with Josh; and attended BWSR Academy.

Tom W.'s Report

- Monthly activities and updates reported include but are not limited to: Halvorson stream channel stabilization project complete; Sonstegard terraces-earthwork & main tile work complete, backside seepage lines still need to be installed; Kibble WASCOb's earthwork and main tile work complete, backside seepage line still needs to be installed; Handeen/Arner cattle crossing completed except for seeding, mulching and adding a small amount of rock aggregate on a portion of the fabric; had pre-construction meeting on site for the Sonstegard/Kibble project and staked out the tile lines for the contractor; looked at projects with WCTSA engineer Ross Reiffenberger for RIM structure fixes; had meeting with Wesley Thompson about his project; talked to landowner that has water draining off neighbor causing flooding in the spring; helped landowner fill out joint project notification form for setting inlet elevation in a wetland with no outlet; working on tile drain requests; working with consultant on ag bank application; worked with landowner on RIM haying/grazing of easement area; had meeting on buffer enforcement; helped at 5th grade field days; personnel committee meeting; attended BWSR Academy; and put together and placed a tree order with the nursery.

Next Meeting: December 19, 2019 at 9 a.m., Valentino's